Maine
Cumberland **County**

CROSS INSURANCE ARENA
BOARD OF TRUSTEES MEETING

Trustees & County Commissioners will meet via Zoom Video

Public livestream on cumbelrandcounty.org/live

All public comments shall be sent to gailey@cumberlandcounty.org prior to meeting

AGENDA
Wednesday, April 22, 2020
9:00 AM

Call to Order

Welcoming of Guests and Introductions

1. **Approval of Minutes of the Wednesday, February 22, 2020 Meeting**
2. **Financial Report – February 2020 and March 2020**
3. **Event Update – February 2020 and March 2020**
4. **Resolution to Maine Delegation – Financial Assistance**
5. **Update - Alternative Care Site**
6. **Request for Old Chiller Donation/Sole-Source Purchase – Mid Coast Youth Hockey**
7. **Manager's Budget Presentation - FY2020-2021**

   Motion: Move to go into Executive Session pursuant to 1 MRSA §405(6)(E)

8. **Other business**

Cumberland County Government
142 Federal Street, Portland, Maine 04101
207-871-8380 • cumberlandcounty.org

James H. Gailey, County Manager

Maine Cumberland **County**

Explanations of Agenda Items:

#4 On Monday, April 13, 2020, Bill Bridgeo, City Manager of the City of Augusta, emailed the Bangor City Manager and myself asking our thoughts on jointly approaching Maine's Federal Delegation with respects to financial impacts at the three civic centers in Maine. City Manager Bridgeo provided a draft Resolution each organization could tailor to meet their needs, keeping the underlying intent of the document the same. Both Cathy Conlow, City Manager of Bangor, and I, moved quickly as we both had meetings with our elected body that evening. The County Commissioners voted to support the attached Resolution on Monday evening.

My apologies for not getting this in front of the Trustees until now. My first order of business was to scramble and get the Commissioners to act on the Resolution. While doing that, I could have emailed the Trustees given you a heads up. I didn't and I apologize for not doing so.

#5 On Thursday, April 1, 2020, the Maine CDC contacted the County requesting the County stand up the Cross Insurance Arena as an Alternative Care Site (ACS). The Maine CDC was to coordinate with the both regional hospitals in Portland and run the ACS, independent of the County. The County's role was to contract with Spectra and secure the building and limited operational manpower for the ACS.

We conducted a site walk on Friday, April 2nd with Spectra, Maine CDC and the National Guard.

Three days after the initial notification, Maine CDC informed the County different funding was going to be used to cover the ACS. As a result, the Maine CDC would not qualify for the new funding stream and the County would need to the lead the operation. It was now up to the County to take the lead and initiate discussions on contracts, build-out, on-going operations, data tracking and funding/invoicing for the ACS. A huge swing of events and a significant amount of work just got dumped on the County.

Over the last week we have had numerous meetings at the CIA with CDC, MEMA, Army Corp, National Guard, City of Portland, Maine Medical, contractors and architects. I am currently working to finish up contracts between Spectra and the County and Maine Medical Center and the County. We are also working to secure wrap-a-round services in support of the ACS function at the building. All the work is towards planning and preparation. At this time we are falling short of mobilizing.

Maine
Cumberland **County**

CROSS INSURANCE ARENA
BOARD OF TRUSTEES MONTHLY MEETING MINUTES

Cross Insurance Arena – Hall of Fame Lounge
1 Civic Center Square, Portland, Maine 04101

Wednesday, February 26, 2020
9:00 AM

Call to Order – 8:10 a.m.

Present Board of Trustees:	Thomas Tyler, Chair; Jon Jennings, Vice Chair; Jonathan Crimmins, Holly Hancock, John Jamieson, Sam Surprise and William Whitten
Absent Board of Trustees:	Steven Webster, Treasurer; Joe Gray,
Present County Commissioners:	Susan Witonis
Spectra Staff:	Michael Scanlon, Divisional Senior Vice President, Spectra Melanie Henkes, General Manager, Cross Insurance Arena Mike LoConte, Event Production Manager, Cross Insurance Arena Mark Eddy, Director of Finance, Cross Insurance Arena
Cumberland County Staff:	James Gailey, Cumberland County Manager Barbara Owens, Executive Assistant, Cumberland County

Welcoming of Guests and Introductions

Chair Thomas Tyler welcomed all Board of Trustee members, County staff, Spectra staff as well as two members from the International Alliance of Theatrical Stage Employees (IATSE) Local 114.

1. Approval of Minutes of the Wednesday, December 18, 2019 Meeting

Chairman Thomas Tyler asked for a motion to approve the Minutes of the Wednesday, December 18, 2019 meeting. Trustee Holly Hancock made the motion, John Jamieson seconded. All Trustees voted unanimously in favor, 7-0.

6. Update on Union Negotiations

Chairman Thomas Tyler asked for a motion to go into Executive Session pursuant to 1 MRSA § 405(6)(D) to discuss upcoming union negotiations. Trustee William Whitten so moved, Trustee Holly Hancock seconded. All Trustees voted unanimously in favor, 7-0.

Chairman Thomas Tyler asked for a motion to come out of Executive Session pursuant to 1 MRSA § 405(6)(D). Trustee Holly Hancock so moved, Trustee William Whitten seconded. All Trustees voted unanimously in favor, 7-0.

Board Comments:

Vice Chair Jon Jennings wanted to share that there is a new development of construction about to be approved by the City of Portland whereby they will be reconnecting Spring Street and Cotton Street and a major office building, hotel and parking garage will be being built.

Trustee John Jamieson also wanted to mention that Vice Chair Jon Jennings is having an enormous impact as the volunteer assistant coach for the South Portland High School's basketball team and they are having a great season because of it.

Jonathan Crimmins wanted to share how great it was for the Maine Mariners to allow many to come out to the Mariners' games. He works at a hospital and it was great for many of the patients to make a game.

Adjourn

Chair Thomas Tyler asked for a motion to adjourn the meeting. Trustee Jonathan Crimmins so moved to adjourn the meeting, Trustee Holly Hancock seconded. All in favor, 7-0. The meeting was adjourned at 10:20 am.

Reminder: **The next regular board meeting will be on Wednesday, April 22, 2020 at 9:00 am.**

One Civic Center Square, Portland, ME 04101

FEBRUARY 29, 2020

Fiscal Year ending June 30, 2020

Submitted By
Mark Eddy

SPECTRA VENUE MANAGEMENT

D. Blank
C. English
A. Green
J. Page
M. Scanlon
K.Wajda

Mark Eddy, Director of Finance

Melanie Henkes, General Manager

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Cross Insurance Arena
FINANCIAL STATEMENT COMMENTS
Month Ending February 29, 2020

	ACTUAL	BUDGET	FAV(UNFAV) VARIANCE
NO OF EVENTS	17	16	1
PAID ATTENDANCE	42,130	38,525	3,605
DIRECT EVENT INCOME	67,102	35,698	31,404
FACILITY FEE	27,433	17,850	9,583
SUITE REVENUE	1,326	0	1,326
NET TICKETING REVENUE	8,196	8,374	(178)
ANCILLARY INCOME	91,643	82,683	8,960
TOTAL EVENT INCOME	195,700	144,605	51,096
OTHER INCOME	59,874	63,940	(4,066)
INDIRECT EXPENSES	206,013	234,755	28,742
NET INCOME (LOSS)	49,561	(26,211)	75,771

COMMENTS:

EVENT INCOME: OVER BUDGET BY 51,096 DUE TO THE FOLLOWING:

	Actual	MTD Budget	FAV(UNFAV) VARIANCE	COMMENTS:
Regular Season Hockey	49,823	60,214	(10,391)	Lower attendance resulted in lower than originally anticipated ancillary revenues from 7 games.
Minor Concerts	48,390	0	48,390	Unbudgeted Mercy ME concert event.
High School Sports	77,660	65,084	12,577	Higher service income and ancillary revenues than originally budgeted for High School basketball.
Trade Shows	19,827	19,307	520	Annual Home Show event.
	195,700	144,605	51,096	

OTHER INCOME: UNDER BUDGET BY (4,066) DUE TO THE FOLLOWING:

	Actual	MTD Budget	FAV(UNFAV) VARIANCE	COMMENTS:
Advertising Sponsorship Income	41,753	43,593	(1,840)	Lower sponsorship revenue than originally projected for February.
Premium Seat Income	7,990	11,243	(3,253)	Lower suite revenues than originally budgeted for the month.
Rink Program Revenue	6,305	5,000	1,305	Higher ice rental usage than originally projected for February.
Other revenue	3,825	4,104	(279)	
	59,874	63,940	(4,066)	

INDIRECT EXPENSES: UNDER BUDGET BY 28,742 DUE TO THE FOLLOWING:

	Actual	MTD Budget	FAV(UNFAV) VARIANCE	COMMENTS:
EXECUTIVE	12,820	16,205	3,385	Lower travel and conference expenses than originally budgeted for February.
MARKETING	5,629	7,649	2,020	Lower advertising expenses than originally budgeted for February.
FINANCE	20,343	24,131	3,788	Lower benefit costs than budgeted for February.
BOX OFFICE	12,787	16,476	3,689	Lower wages and credit card fees than budgeted for February.
OPERATIONS	34,310	43,651	9,341	Lower wages and repairs and maintenance expeditures than originally projected for February.
EVENT SERVICES	25,200	28,074	2,875	Lower part-time wage costs than originally projected for February.
GROUP SALES	4,569	5,049	480	
ADVERTISING/SPONSORSHIP	0	646	646	
FOOD AND BEVERAGE	24,924	31,169	6,245	Higher part-time wages allocated to events than originally projected for February.
OVERHEAD	65,432	61,705	(3,727)	Higher utility expenses than originally budgeted for the month.
	206,013	234,755	28,742	

Cross Insurance Arena
FINANCIAL STATEMENT COMMENTS
For the Eight Months Ending February 2020

	ACTUAL	BUDGET	FAV(UNFAV) VARIANCE
NO OF EVENTS	62	65	(3)
PAID ATTENDANCE	140,938	162,473	(21,535)
DIRECT EVENT INCOME	138,641	141,781	(3,139)
FACILITY FEE	155,093	181,296	(26,204)
SUITE REVENUE	9,656	4,130	5,526
NET TICKETING REVENUE	133,499	159,948	(26,449)
ANCILLARY INCOME	370,577	466,425	(95,848)
TOTAL EVENT INCOME	807,466	953,580	(146,114)
OTHER INCOME	486,867	504,015	(17,148)
INDIRECT EXPENSES	1,482,760	1,614,356	131,596
NET OPERATING INCOME(LOSS)	(188,427)	(156,762)	(31,666)

COMMENTS:

EVENT INCOME: UNDER BUDGET BY (146,114) DUE TO THE FOLLOWING:

	YTD Actual	YTD Budget	FAV(UNFAV) VARIANCE	COMMENTS:
Cirque Du Soleil	171,807	185,278	(13,471)	Lower ticket sales and attendance than originally projected.
College Hockey	37,418	41,455	(4,037)	Lower attendance and revenues than originally projected for a UMaine game.
Minor Concerts	42,383	146,049	(103,665)	Only three of four budgeted concerts hosted to date, and one of the two reflected was moved to another venue.
Major Concerts	49,063	48,387	676	Ghost rock concert.
PBR	33,139	31,884	1,255	Higher ticket sales and concession revenues than originally projected.
Regular Season Hockey	229,983	249,439	(19,457)	29 games to date have had lower average attendance and concession sales than average game budget.
Trade Shows	53,497	42,016	11,481	Higher convenience fees and rental revenue earned than originally budgeted for to date.
Misc Family	9,693	17,929	(8,236)	Lower attendance, ticket sales, and ancillary revenues for our Ice racing event. Event impacted by snow storm.
Banquets	0	2,332	(2,332)	No banquet event as originally projected for the month of December.
Disney shows	102,822	87,345	15,477	Higher rental and staffing bill backs than budegted for 7 Disney on Ice shows.
Wrestling	0	36,382	(36,382)	Wrestling Event cancelled in August.
High School Sports	77,660	65,084	12,577	Higher service income and ancillary revenues than originally budgeted for the State High School tournament.
	807,466	953,580	(146,114)	

OTHER INCOME: UNDER BUDGET BY (17,148) DUE TO THE FOLLOWING:

	YTD Actuel	YTD Budget	FAV(UNFAV) VARIANCE	COMMENTS:
Advertising Sponsorship Income	351,111	348,744	2,367	Higher sponsorship renewals than budgeted year to date.
Premium Seat Income	74,210	89,939	(15,729)	Lower suite related revenues than originally budgeted.
Rink Program Revenue	39,530	41,000	(1,470)	Lower high school ice rentals than originally projected to date.
Other revenue	22,017	24,332	(2,315)	Lower Ticketmaster ticketing volume rebates than originally projected year to date.
	486,867	504,015	(17,148)	

INDIRECT EXPENSES: UNDER BUDGET BY 131,596 DUE TO THE FOLLOWING:

	YTD Actual	YTD Budget	FAV(UNFAV) VARIANCE	COMMENTS:
EXECUTIVE	98,075	116,914	18,839	Lower wages and benefit costs than originally projected year to date.
MARKETING	47,167	55,465	8,298	Lower promotional and guest relations expenditures than originally projected year to date.
FINANCE	160,227	185,167	24,940	Lower benefit, ADP fees, and recruiting costs than originally budgeted for the first eight months of the fiscal year.
BOX OFFICE	109,634	119,525	9,891	Lower part-time labor and benefit costs than budgeted year to date.
OPERATIONS	296,502	310,242	13,740	Lower equipment rental costs than originally projected year to date.
EVENT SERVICES	119,973	145,387	25,414	Lower part-time wages and employee benefit costs and security expenditures than projected year to date.
GROUP SALES	36,145	36,729	584	
ADVERTISING/SPONSORSHIP	1,805	3,918	2,113	Lower meeting and promotional expenditures than originally projected year to date.
FOOD AND BEVERAGE	163,939	193,368	29,429	Lower part-time labor and paper supply costs than originally budgated year to date.
OVERHEAD	449,293	447,641	(1,652)	Higher utility expenses than originally projected for the first eight months of the year.
	1,482,760	1,614,356	131,596	

CROSS INSURANCE ARENA
ROLLING FORECAST
as of February 29, 2020
FYE June 30, 2020

	ACTUAL February 29, 2020	BALANCE PROJECTED FY 2020	TOTAL ACT/PROJ FY 2020	ORIG BUDGET FYE June 30, 2020	Variance
# OF EVENTS	62	5	67	102	(35)
Direct Event Income	138,641	(10,955)	127,686	211,046	(83,360)
Facility Fee	155,093	15,669	170,762	238,935	(68,174)
Suite Revenue	9,656	0	9,656	5,330	4,326
Ticketing System Income	133,499	10,802	144,301	209,285	(64,984)
Ancillary Income	370,577	57,158	427,735	663,191	(235,456)
TOTAL EVENT INCOME	807,466	72,674	880,140	1,327,787	(447,647)
OTHER INCOME	486,867	204,554	691,421	738,527	(47,106)
INDIRECT EXPENSES	1,482,760	652,049	2,134,809	2,451,473	316,664
NET OPERATING INCOME (LOSS)	(188,427)	(374,821)	(563,248)	(385,159)	(178,089)

August adjustments affect to FY Forecast

		COMMENTS:
Difference from prior month roll:	(171,439)	
Event Income	(293,326)	Recognized loss of event revenues through June 30, 2020 due to ramifications of the COVID-19 outbreak. This assumes no events held through the end of the fiscal year.
Other Income	(7,912)	Recognized lower Ticketmaster rebates and other revenues from loss of events through June 30, 2020.
Indirect Expenses	129,799	Recognized savings from lower overhead expenses as a result of lack of events through June 30, 2020.
Totals	(171,439)	

Incentive Fee Calculation

Base Management Fee Projected	108,670
Financial Incentive Fee	4,630
Food & Beverage Incentives	-
Qualitative Incentives	-
Total Management Fee Projected	113,300

Mark Eddy

Director of Finance
Mark Eddy

Melanie Henkes

General Manager
Melanie Henkes

Cross Insurance Arena
BALANCE SHEET
February 2020

ASSETS

CURRENT ASSETS			
Cash & cash equivalents	1,251,925		
Accounts receivable	69,182		
Accounts Receivable from Third Party	1,509,976		
Prepaid	14,289		
Inventory	52,185		
TOTAL CURRENT ASSETS			2,897,556
TOTAL ASSETS			2,897,556

LIABILITIES AND EQUITY

CURRENT LIABILITIES			
Accounts payable	180,003		
Accrued payroll & related costs	154,262		
Sales and Use Tax payable	16,581		
Other accrued liabilities	438,318		
Deposits and Deferred income	2,232,658		
TOTAL CURRENT LIABILITIES			3,021,822
TOTAL LIABILITIES			3,021,822
EQUITY			
Retained Earnings	(543,820)		
Client Funding	608,324		
Current Retained Earnings		(189,271)	
TOTAL EQUITY			(124,265)
TOTAL LIABILITIES AND EQUITY			2,897,556

Cross Insurance Arena
CONSOLIDATED INCOME STATEMENT
For the Eight Months Ending February 2020

	PERIOD TO DATE			YEAR TO DATE		
	Actual	Curr Budget	Budget Variance	Actual	Curr Budget	Budget Variance
Number of Events	17	16	1	62	65	(3)
Total Paid General	42,130	38,525	3,605	140,938	162,473	(21,535)
Turnstile Attendance- General	35,589	37,825	(2,236)	131,970	159,150	(27,180)
RENTAL INCOME						
GROSS TICKET REVENUE	554,991	435,647	119,344	3,295,850	4,348,167	(1,052,317)
SPONSORSHIP REVENUE	0	0	0	6,280	1,600	4,680
RENT BILLED	91,012	62,735	28,277	336,405	344,877	(8,472)
GROSS REVENUE	646,003	498,382	147,621	3,638,534	4,694,644	(1,056,109)
PROMOTER PROCEEDS	(557,416)	(435,649)	(121,767)	(3,315,336)	(4,312,169)	996,833
NET RENTAL INCOME	88,587	62,733	25,854	323,198	382,475	(59,276)
NET SERVICE INCOME / (LOSS)	(21,485)	(27,035)	5,550	(184,557)	(240,694)	56,137
DIRECT EVENT INCOME	67,102	35,698	31,404	138,641	141,781	(3,139)
FACILTY FEE REVENUE	27,433	17,850	9,583	155,093	181,296	(26,204)
SUITE TICKET REVENUE	1,326	0	1,326	9,656	4,130	5,526
CONV/TICKET PROC REVENUE	8,196	8,374	(178)	170,907	238,400	(67,493)
PROMOTER SHARE OF FEES	0	0	0	(37,409)	(78,452)	41,043
TOTAL SURCHARGE/REBATE/PRESHOW	36,955	26,224	10,731	298,247	345,374	(47,127)
ANCILLARY INCOME						
CONCESSIONS	111,961	123,255	(11,294)	495,874	701,590	(205,716)
TEAM/PROMOTER SHARE	(28,334)	(40,572)	12,238	(156,166)	(250,512)	94,346
SUITES/CATERING	1,535	0	1,535	10,341	0	10,341
NOVELTY	6,482	0	6,482	20,529	15,347	5,182
TOTAL ANCILLARY INCOME	91,643	82,683	8,960	370,577	466,425	(95,848)
EVENT OPERATING INCOME	195,700	144,605	51,096	807,466	953,580	(146,114)
INDIRECT EXPENSES:						
EXECUTIVE	12,820	16,205	3,385	98,075	116,914	18,839
MARKETING	5,629	7,649	2,020	47,167	55,465	8,298
FINANCE	20,343	24,131	3,788	160,227	185,167	24,940
BOX OFFICE	12,787	16,476	3,689	109,634	119,525	9,891
OPERATIONS	34,310	43,651	9,341	296,502	310,242	13,740
EVENT SERVICES	25,200	28,074	2,875	119,973	145,387	25,414
GROUP SALES	4,569	5,049	480	36,145	36,729	584
ADVERTISING/SPONSORSHIP	0	646	646	1,805	3,918	2,113
FOOD AND BEVERAGE	24,924	31,169	6,245	163,939	193,368	29,429
OVERHEAD	65,432	61,705	(3,727)	449,293	447,641	(1,652)
TOTAL INDIRECT EXPENSES	206,013	234,755	28,742	1,482,760	1,614,356	131,596
Advertising Sponsorship Income	41,753	43,593	(1,840)	351,111	348,744	2,367
Premium Seat Income	7,990	11,243	(3,253)	74,210	89,939	(15,729)
Rink Program Revenue	6,305	5,000	1,305	39,530	41,000	(1,470)
Other revenue	3,825	4,104	(279)	22,017	24,332	(2,315)
TOTAL OTHER INCOME	59,874	63,940	(4,066)	486,867	504,015	(17,148)
NET OPERATING INCOME (LOSS)	49,561	(26,211)	75,771	(188,427)	(156,762)	(31,666)

Cross Insurance Arena
CONSOLIDATED INDIRECT DEPARTMENT EXPENSES
For the Eight Months Ending February 2020

	Period To Date			Year To Date						
	Actual	Curr Budget	Budget Var	Actual	Curr Budget	Budget Var	Actual	Annual Budget	Annual Budget Var	% of Annual Budget Achieved
Personnel Expenses										
Salaries	68,231	83,590	15,359	592,659	585,159	(7,500)	592,659	869,373	276,714	68%
Part-Time Labor	149,413	107,451	(41,962)	603,066	615,463	12,397	603,066	907,420	304,354	66%
Outside Payroll Service	5,861	3,000	(2,861)	25,512	16,350	(9,162)	25,512	25,000	(512)	102%
Employee Benefits	14,188	16,453	2,265	115,387	131,122	15,735	115,387	196,934	81,547	59%
Incentive Compensation	0	0	0	(38,258)	0	38,258	(38,258)	66,485	104,743	-58%
401K	3,191	3,974	783	25,677	31,785	6,108	25,677	47,668	21,991	54%
Payroll Taxes	20,125	15,414	(4,711)	107,716	103,040	(4,676)	107,716	155,803	48,087	69%
Allocated to Events	(147,365)	(89,000)	58,365	(597,915)	(564,500)	33,415	(597,915)	(830,000)	(232,085)	72%
Total Personnel Expenses	113,644	140,882	27,238	833,844	918,419	84,575	833,844	1,438,683	604,839	
Expenses										
Advertising	47	625	578	3,364	5,000	1,636	3,364	7,500	4,136	45%
Other Travel Expense	0	875	875	2,862	8,100	5,238	2,862	12,800	9,938	22%
Automobile Expenses	0	62	62	1,146	502	(644)	1,146	750	(396)	153%
Armored Car Expense	201	250	49	1,337	1,950	613	1,337	2,750	1,413	49%
Cash (Over)/Short	146	0	(146)	(2,842)	0	2,842	(2,842)	0	2,842	Not Budgeted
Ice Expense	1,089	1,500	411	23,591	19,000	(4,591)	23,591	24,500	909	96%
Parking Expense	2,100	2,104	5	17,074	16,833	(241)	17,074	25,250	8,177	68%
Buidling / General Supplies	1,236	1,750	514	17,565	13,900	(3,665)	17,565	20,000	2,435	88%
Prof Fees - Deferred Comp. Plan	0	125	125	0	1,000	1,000	0	1,500	1,500	0%
Computer Maintenance	6,292	4,533	(1,759)	36,229	42,764	6,535	36,229	59,246	23,017	61%
Credit card fees expense	2,291	2,500	209	18,333	15,850	(2,483)	18,333	22,000	3,667	83%
Dues & Subscriptions	547	775	228	4,514	6,199	1,685	4,514	9,300	4,786	49%
R&M/Equip. Fund Expense	721	3,327	2,606	11,947	24,417	12,470	11,947	34,625	22,678	35%
General expense	2,485	1,415	(1,070)	13,901	11,334	(2,567)	13,901	17,000	3,099	82%
Guest Relations	10	50	40	10	1,500	1,490	10	2,000	1,990	1%
Insurance & Bonding	5,402	5,335	(67)	43,310	42,674	(636)	43,310	64,014	20,704	68%
Licenses and Permits	340	296	(44)	2,673	2,368	(305)	2,673	3,550	877	75%
Management Fee Expense	9,053	9,091	38	72,423	72,728	305	72,423	109,090	36,667	66%
Meetings/Conferences	618	1,750	1,132	3,794	8,200	4,406	3,794	20,900	17,106	18%
Office Supplies	353	625	272	5,094	5,000	(94)	5,094	7,500	2,406	68%
Equipment Rental	848	3,377	2,529	14,322	27,016	12,694	14,322	40,520	26,198	35%
Cleaning Supplies	2,061	1,000	(1,061)	8,373	4,500	(3,873)	8,373	8,500	127	99%
Printing	34	148	114	272	1,184	912	272	1,770	1,498	15%
Pest Control Expense	159	166	7	1,256	1,334	78	1,256	2,000	744	63%
Postage	118	146	28	956	1,168	212	956	1,750	794	55%
Security System	941	1,000	59	941	6,500	5,559	941	12,500	11,559	8%
Recruiting Expense	211	225	14	724	2,850	2,126	724	3,500	2,776	21%
Cell Phone/Telephone/Data Lines	283	406	124	2,782	3,255	473	2,782	4,875	2,093	57%
Smallwares	819	100	(719)	1,037	2,000	963	1,037	3,000	1,963	35%
Snow Removal	0	500	500	0	1,500	1,500	0	1,500	1,500	0%
Equipment Maintenance	336	2,000	1,664	14,266	16,500	2,234	14,266	25,000	10,734	57%
Internet - Phone	3,511	3,367	(144)	26,035	26,936	901	26,035	40,400	14,365	64%
Trash Removal	1,199	1,250	51	8,215	7,500	(715)	8,215	12,000	3,785	68%
Uniforms	3,502	700	(2,802)	6,019	5,125	(894)	6,019	6,950	931	87%
Utiltities	44,048	40,000	(4,048)	276,517	274,000	(2,517)	276,517	380,250	103,733	73%
Total Expenses	92,370	93,873	1,503	648,916	695,937	47,021	648,916	1,012,790	363,874	
Total Departmental Expenses	206,013	234,755	28,742	1,482,760	1,614,356	131,596	1,482,760	2,451,473	968,713	

Cross Insurance Arena
OTHER INCOME
For the Eight Months Ending February 2020

	Period To Date			Year To Date					% of
	Actual	Curr Budget	Budget Var	Actual	Curr Budget	Budget Var	Annual Budget	Annual Budget Var	Annual Budget Achieved
OTHER INCOME									
Advertising Sponsorship Income	41,753	43,593	(1,840)	351,111	348,744	2,367	523,116	(172,005)	67%
Premium Seat Income	7,990	11,243	(3,253)	74,210	89,939	(15,729)	134,911	(60,701)	55%
Rink Program Revenue	6,305	5,000	1,305	39,530	41,000	(1,470)	43,000	(3,470)	92%
Other revenue	3,825	4,104	(279)	22,017	24,332	(2,315)	37,500	(15,483)	59%
TOTAL OTHER INCOME	59,874	63,940	(4,066)	486,867	504,015	(17,148)	738,527	(251,660)	66%

CROSS INSURANCE ARENA

One Civic Center Square, Portland, ME 04101

March 31, 2020

Fiscal Year ending June 30, 2020

Submitted By
Mark Eddy

SPECTRA VENUE MANAGEMENT

D. Blank
C. English
A. Green
J. Page
M. Scanlon
K.Wajda

Mark Eddy
Mark Eddy, Director of Finance

Melanie Henkes
Melanie Henkes, General Manager

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Cross Insurance Arena
FINANCIAL STATEMENT COMMENTS
Month Ending March 31, 2020

	ACTUAL	BUDGET	FAV(UNFAV) VARIANCE
NO OF EVENTS	5	20	(15)
PAID ATTENDANCE	13,970	36,385	(22,415)
DIRECT EVENT INCOME	7,055	32,323	(25,267)
FACILITY FEE	14,023	46,340	(32,317)
SUITE REVENUE	290	450	(160)
NET TICKETING REVENUE	13,436	38,044	(24,608)
ANCILLARY INCOME	65,181	109,206	(44,025)
TOTAL EVENT INCOME	99,986	226,363	(126,377)
OTHER INCOME	53,051	60,441	(7,390)
INDIRECT EXPENSES	177,782	200,373	22,591
NET INCOME (LOSS)	(24,746)	86,431	(111,176)

COMMENTS:

EVENT INCOME: UNDER BUDGET BY (126,377) DUE TO THE FOLLOWING:

	Actual	MTD Budget	FAV(UNFAV) VARIANCE	COMMENTS:
Regular Season Hockey	32,970	60,221	(27,251)	Loss of three hockey games due to shutdown.
Minor Concerts	67,015	0	67,015	Unbudgeted Kane Brown country concert event scheduled just in time.
Disney Shows	0	36,197	(36,197)	Loss of Sesame Street shows due to shutdown.
High School Sports	0	13,017	(13,017)	State Championships held in February in 2020 instead of the usual March timeframe.
Major Concert	0	49,812	(49,812)	No Major concert event as originally projected for the month.
Trade Shows	0	11,720	(11,720)	Loss of the Maine Restaurant trade show dates as a result of shutdown.
Community	0	2,957	(2,957)	No community event as originally projected for the month.
Globetrotters	0	52,439	(52,439)	Lower attendance and concession revenues than projected due to Thursday night event.
	99,986	226,363	(126,377)	

OTHER INCOME: UNDER BUDGET BY (7,390) DUE TO THE FOLLOWING:

	Actual	MTD Budget	FAV(UNFAV) VARIANCE	COMMENTS:
Advertising Sponsorship Income	41,508	43,593	(2,085)	Lower sponsorship revenues than originally projected for March.
Premium Seat Income	8,514	11,243	(2,729)	Lower suite revenues than originally budgeted for the month.
Rink Program Revenue	485	1,500	(1,015)	Lower ice rental usage than originally projected for March.
Other revenue	2,544	4,105	(1,561)	Lower Ticketmaster rebates and ATM revenues due to shutdown.
	53,051	60,441	(7,390)	

INDIRECT EXPENSES: UNDER BUDGET BY 22,591 DUE TO THE FOLLOWING:

	Actual	MTD Budget	FAV(UNFAV) VARIANCE	COMMENTS:
EXECUTIVE	13,413	13,810	397	
MARKETING	6,830	6,363	(467)	
FINANCE	19,554	20,826	1,272	Lower benefit costs than budgeted for March.
BOX OFFICE	11,364	13,857	2,493	Lower part-time wages and credit card fees than budgeted for March.
OPERATIONS	32,493	33,143	650	
EVENT SERVICES	18,424	23,532	5,108	Lower part-time wage costs than originally projected for March due to shutdown.
GROUP SALES	4,191	4,286	95	
ADVERTISING/SPONSORSHIP	0	396	396	
FOOD AND BEVERAGE	17,005	24,456	7,451	Lower paper supply purchases and credit card fee expenses than originally projected for March.
OVERHEAD	54,508	59,704	5,196	Lower utility expenses than originally budgeted for the month.
	177,782	200,373	22,591	

Cross Insurance Arena
FINANCIAL STATEMENT COMMENTS
For the Nine Months Ending March 2020

	ACTUAL	BUDGET	FAV(UNFAV) VARIANCE
NO OF EVENTS	67	85	(18)
PAID ATTENDANCE	154,908	198,858	(43,950)
DIRECT EVENT INCOME	145,696	174,103	(28,407)
FACILITY FEE	169,116	227,636	(58,520)
SUITE REVENUE	9,946	4,580	5,366
NET TICKETING REVENUE	146,935	197,992	(51,057)
ANCILLARY INCOME	435,758	575,631	(139,873)
TOTAL EVENT INCOME	907,451	1,179,942	(272,491)
OTHER INCOME	539,918	564,456	(24,538)
INDIRECT EXPENSES	1,660,542	1,814,729	154,187
NET OPERATING INCOME(LOSS)	(213,172)	(70,331)	(142,841)

COMMENTS:

EVENT INCOME UNDER BUDGET BY (272,491) DUE TO THE FOLLOWING

	YTD Actual	YTD Budget	FAV(UNFAV) VARIANCE	COMMENTS:
Cirque Du Soleil	171,807	185,278	(13,471)	Lower ticket sales and attendance than originally projected.
College Hockey	37,418	41,455	(4,037)	Lower attendance and revenues than originally projected for a UMaine game.
Minor Concerts	109,399	146,049	(36,649)	Lower revenues than budgeted due to very low ticket sales at one concert.
Major Concerts	49,063	98,199	(49,136)	Only one of two budgeted major concerts held to date.
PBR	33,139	31,884	1,255	Higher ticket sales and concession revenues than originally projected.
Regular Season Hockey	262,953	309,660	(46,707)	Only 33 of 36 budgeted games were played before shutdown. Lower attendances and revenue than budgeted.
Trade Shows	53,497	53,736	(239)	
Charity/Community Events	0	2,957	(2,957)	No community event as originally projected to date.
Misc Family	9,693	17,929	(8,236)	Lower attendance, ticket sales, and ancillary revenues for our Ice racing event. Event Impacted by snow storm.
Banquets	0	2,332	(2,332)	No banquet event as originally projected for the month of December.
Disney shows	102,822	123,542	(20,720)	Higher rental and staffing bill backs than budegted for 7 Disney on Ice shows. No Sesame Street shows.
Wrestling	0	36,382	(36,382)	Wrestling Event cancelled in August.
Globetrotters	0	52,439	(52,439)	Globetrotters event cancelled in March due to shutdown.
High School Sports	77,660	78,100	(440)	
	907,451	1,179,942	(272,491)	

OTHER INCOME UNDER BUDGET BY (24,538) DUE TO THE FOLLOWING

	YTD Actual	YTD Budget	FAV(UNFAV) VARIANCE	COMMENTS:
Advertising Sponsorship Income	392,619	392,337	282	
Premium Seat Income	82,723	101,182	(18,459)	Lower suite related revenues than originally budgeted.
Rink Program Revenue	40,015	42,500	(2,485)	Lower high school ice rentals than originally projected to date.
Other revenue	24,561	28,437	(3,876)	Lower Ticketmaster ticketing volume rebates than originally projected year to date.
	539,918	564,456	(24,538)	

INDIRECT EXPENSES UNDER BUDGET BY 154,187 DUE TO THE FOLLOWING

	YTD Actual	YTD Budget	FAV(UNFAV) VARIANCE	COMMENTS:
EXECUTIVE	111,488	130,724	19,236	Lower wages and travel expenses than originally projected year to date.
MARKETING	53,996	61,828	7,832	Lower promotional and guest relations expenditures than originally projected year to date.
FINANCE	179,781	205,993	26,212	Lower benefit, ADP fees, and recruiting costs than originally budgeted for the first three quaters of the fiscal year.
BOX OFFICE	120,997	133,382	12,385	Lower part-time labor, credit card fees, and benefit costs than budgeted year to date.
OPERATIONS	328,995	343,385	14,390	Lower equipment rental and repair expenses than originally projected year to date.
EVENT SERVICES	138,397	168,919	30,522	Lower part-time wages and employee benefit costs and security expenditures than projected year to date.
GROUP SALES	40,336	41,015	679	
ADVERTISING/SPONSORSHIP	1,805	4,314	2,509	Lower meeting and promotional expenditures than originally projected year to date.
FOOD AND BEVERAGE	180,943	217,824	36,881	Lower part-time labor and paper supply costs than originally budgeted year to date.
OVERHEAD	503,801	507,345	3,544	Lower utility expenses than originally projected for the first three quaters of the year.
	1,660,542	1,814,729	154,187	

CROSS INSURANCE ARENA
ROLLING FORECAST
as of March 31, 2020
FYE June 30, 2020

	ACTUAL March 31, 2020	BALANCE PROJECTED FY 2020	TOTAL ACT/PROJ FY 2020	ORIG BUDGET FYE June 30, 2020	Variance
# OF EVENTS	67	0	67	102	(35)
Direct Event Income	145,696	0	145,696	211,046	(65,350)
Facility Fee	169,116	0	169,116	238,935	(69,819)
Suite Revenue	9,946	0	9,946	5,330	4,616
Ticketing System Income	146,935	0	146,935	209,285	(62,350)
Ancillary Income	435,758	0	435,758	663,191	(227,433)
TOTAL EVENT INCOME	907,451	0	907,451	1,327,787	(420,336)
OTHER INCOME	539,918	150,064	689,982	738,527	(48,545)
INDIRECT EXPENSES	1,660,542	493,929	2,154,471	2,451,473	297,002
NET OPERATING INCOME (LOSS)	(213,172)	(343,865)	(557,037)	(385,159)	(171,878)

August adjustments affect to FY Forecast

		COMMENTS:
Difference from prior month roll:	6,211	
Event Income	27,311	Realized higher revenues generated from the Kane Brown event than originally projected.
Other Income	(1,439)	Realized lower Ticketmaster rebates and ATM rebates than originally projected for March.
Indirect Expenses	(19,662)	Recognized slightly higher expenses for lower level operations through June 30.
Totals	6,210	

Incentive Fee Calculation

Base Management Fee Projected	108,670
Financial Incentive Fee	8,594
Food & Beverage Incentives	-
Qualitative Incentives	-
Total Management Fee Projected	117,264

Mark Eddy

Director of Finance
Mark Eddy

Melanie Henkes

General Manager
Melanie Henkes

Cross Insurance Arena
BALANCE SHEET
March 2020

ASSETS			
CURRENT ASSETS			
Cash & cash equivalents	1,128,346		
Accounts receivable	93,250		
Accounts Receivable from Third Party	1,108,855		
Prepaid	13,676		
Inventory	46,288		
TOTAL CURRENT ASSETS			2,390,414
TOTAL ASSETS			2,390,414
LIABILITIES AND EQUITY			
CURRENT LIABILITIES			
Accounts payable	208,642		
Accrued payroll & related costs	120,348		
Sales and Use Tax payable	13,595		
Other accrued liabilities	286,652		
Deposits and Deferred income	1,910,188		
TOTAL CURRENT LIABILITIES			2,539,425
TOTAL LIABILITIES			2,539,425
EQUITY			
Retained Earnings	(543,820)		
Client Funding	608,324		
Current Retained Earnings		(214,016)	
TOTAL EQUITY			(149,010)
TOTAL LIABILITIES AND EQUITY			2,390,414

Cross Insurance Arena
CONSOLIDATED INCOME STATEMENT
For the Nine Months Ending March 2020

	PERIOD TO DATE			YEAR TO DATE		
	Actual	Curr Budget	Budget Variance	Actual	Curr Budget	Budget Variance
Number of Events	5	20	(15)	67	85	(18)
Total Paid General	13,970	36,385	(22,415)	154,908	198,858	(43,950)
Turnstile Attendance- General	13,784	35,635	(21,851)	145,754	194,785	(49,031)
RENTAL INCOME						
GROSS TICKET REVENUE	524,993	871,544	(346,551)	3,820,843	5,219,710	(1,398,867)
SPONSORSHIP REVENUE	0	0	0	6,280	1,600	4,680
RENT BILLED	19,320	88,535	(69,215)	355,725	433,412	(77,687)
GROSS REVENUE	544,313	960,079	(415,766)	4,182,847	5,654,722	(1,471,875)
PROMOTER PROCEEDS	(525,013)	(871,544)	346,531	(3,840,348)	(5,183,713)	1,343,365
NET RENTAL INCOME	19,300	88,535	(69,234)	342,499	471,009	(128,510)
NET SERVICE INCOME / (LOSS)	(12,245)	(56,212)	43,967	(196,802)	(296,906)	100,104
DIRECT EVENT INCOME	7,055	32,323	(25,267)	145,696	174,103	(28,407)
FACILTY FEE REVENUE	14,023	46,340	(32,317)	169,116	227,636	(58,520)
SUITE TICKET REVENUE	290	450	(160)	9,946	4,580	5,366
CONV/TICKET PROC REVENUE	36,610	52,481	(15,871)	207,518	290,881	(83,363)
PROMOTER SHARE OF FEES	(23,174)	(14,437)	(8,737)	(60,583)	(92,889)	32,306
TOTAL SURCHARGE/REBATE/PRESHOW	27,750	84,834	(57,084)	325,997	430,208	(104,211)
ANCILLARY INCOME						
CONCESSIONS	104,946	161,100	(56,154)	600,819	862,690	(261,871)
TEAM/PROMOTER SHARE	(55,257)	(60,932)	5,675	(211,423)	(311,444)	100,021
SUITES/CATERING	1,461	0	1,461	11,802	0	11,802
NOVELTY	14,031	9,038	4,993	34,560	24,385	10,175
TOTAL ANCILLARY INCOME	65,181	109,206	(44,025)	435,758	575,631	(139,873)
EVENT OPERATING INCOME	99,986	226,363	(126,377)	907,451	1,179,942	(272,491)
INDIRECT EXPENSES:						
EXECUTIVE	13,413	13,810	397	111,488	130,724	19,236
MARKETING	6,830	6,363	(467)	53,996	61,828	7,832
FINANCE	19,554	20,826	1,272	179,781	205,993	26,212
BOX OFFICE	11,364	13,857	2,493	120,997	133,382	12,385
OPERATIONS	32,493	33,143	650	328,995	343,385	14,390
EVENT SERVICES	18,424	23,532	5,108	138,397	168,919	30,522
GROUP SALES	4,191	4,286	95	40,336	41,015	679
ADVERTISING/SPONSORSHIP	0	396	396	1,805	4,314	2,509
FOOD AND BEVERAGE	17,005	24,456	7,451	180,943	217,824	36,881
OVERHEAD	54,508	59,704	5,196	503,801	507,345	3,544
TOTAL INDIRECT EXPENSES	177,782	200,373	22,591	1,660,542	1,814,729	154,187
Advertising Sponsorship Income	41,508	43,593	(2,085)	392,619	392,337	282
Premium Seat Income	8,514	11,243	(2,729)	82,723	101,182	(18,459)
Rink Program Revenue	485	1,500	(1,015)	40,015	42,500	(2,485)
Other revenue	2,544	4,105	(1,561)	24,561	28,437	(3,876)
TOTAL OTHER INCOME	53,051	60,441	(7,390)	539,918	564,456	(24,538)
NET OPERATING INCOME (LOSS)	(24,745)	86,431	(111,176)	(213,172)	(70,331)	(142,841)

Cross Insurance Arena
CONSOLIDATED INDIRECT DEPARTMENT EXPENSES
For the Nine Months Ending March 2020

	Period To Date			Year To Date						
	Actual	Curr Budget	Budget Var	Actual	Curr Budget	Budget Var	Actual	Annual Budget	Annual Budget Var	% of Annual Budget Achieved
Personnel Expenses										
Salaries	67,234	66,874	(360)	659,894	652,033	(7,861)	659,894	869,373	209,479	76%
Part-Time Labor	76,244	155,202	78,958	679,310	770,665	91,355	679,310	907,420	228,110	75%
Outside Payroll Service	8,811	5,000	(3,811)	34,322	21,350	(12,972)	34,322	25,000	(9,322)	137%
Employee Benefits	14,188	16,454	2,266	129,575	147,576	18,001	129,575	196,934	67,359	66%
Incentive Compensation	0	0	0	(38,258)	0	38,258	(38,258)	66,485	104,743	-58%
401K	3,261	3,971	710	28,938	35,756	6,818	28,938	47,668	18,730	61%
Payroll Taxes	14,338	18,550	4,212	122,054	121,590	(464)	122,054	155,803	33,749	78%
Allocated to Events	(82,976)	(155,500)	(72,524)	(680,891)	(720,000)	(39,109)	(680,891)	(830,000)	(149,109)	82%
Total Personnel Expenses	101,100	110,551	9,451	934,943	1,028,970	94,027	934,943	1,438,683	503,740	
Expenses										
Advertising	1,117	625	(492)	4,481	5,625	1,144	4,481	7,500	3,019	60%
Other Travel Expense	0	875	875	2,862	8,975	6,113	2,862	12,800	9,938	22%
Automobile Expenses	0	62	62	1,146	564	(582)	1,146	750	(396)	153%
Armored Car Expense	0	250	250	1,337	2,200	863	1,337	2,750	1,413	49%
Cash (Over)/Short	(669)	0	669	(3,510)	0	3,510	(3,510)	0	3,510	Not Budgeted
Ice Expense	424	1,250	826	24,015	20,250	(3,765)	24,015	24,500	485	98%
Parking Expense	2,080	2,104	24	19,154	18,937	(217)	19,154	25,250	6,097	76%
Buidling / General Supplies	319	1,750	1,431	17,883	15,650	(2,233)	17,883	20,000	2,117	89%
Prof Fees - Deferred Comp. Plan	0	125	125	0	1,125	1,125	0	1,500	1,500	0%
Computer Maintenance	5,944	4,533	(1,411)	42,173	47,297	5,124	42,173	59,246	17,073	71%
Credit card fees expense	465	2,500	2,035	18,798	18,350	(448)	18,798	22,000	3,202	85%
Dues & Subscriptions	547	775	228	5,060	6,974	1,914	5,060	9,300	4,240	54%
R&M/Equip. Fund Expense	0	2,177	2,177	11,947	26,594	14,647	11,947	34,625	22,678	35%
General expense	4,860	1,417	(3,443)	18,761	12,751	(6,010)	18,761	17,000	(1,761)	110%
Guest Relations	190	50	(140)	200	1,550	1,350	200	2,000	1,800	10%
Insurance & Bonding	5,402	5,335	(67)	48,712	48,009	(703)	48,712	64,014	15,302	76%
Licenses and Permits	275	296	21	2,947	2,664	(283)	2,947	3,550	603	83%
Management Fee Expense	9,053	9,091	38	81,476	81,819	343	81,476	109,090	27,614	75%
Meetings/Conferences	0	500	500	3,794	8,700	4,906	3,794	20,900	17,106	18%
Office Supplies	773	625	(148)	5,867	5,625	(242)	5,867	7,500	1,633	78%
Equipment Rental	2,098	3,376	1,278	16,420	30,392	13,972	16,420	40,520	24,100	41%
Cleaning Supplies	2,199	1,000	(1,199)	10,572	5,500	(5,072)	10,572	8,500	(2,072)	124%
Printing	34	147	113	306	1,331	1,025	306	1,770	1,464	17%
Pest Control Expense	0	167	167	1,256	1,501	245	1,256	2,000	744	63%
Postage	131	146	15	1,087	1,314	227	1,087	1,750	663	62%
Security System	2,400	1,000	(1,400)	3,341	7,500	4,159	3,341	12,500	9,159	27%
Recruiting Expense	0	275	275	724	3,125	2,401	724	3,500	2,776	21%
Cell Phone/Telephone/Data Lines	283	405	123	3,065	3,660	595	3,065	4,875	1,810	63%
Smallwares	0	100	100	1,037	2,100	1,063	1,037	3,000	1,963	35%
Snow Removal	0	0	0	0	1,500	1,500	0	1,500	1,500	0%
Equipment Maintenance	2,547	2,000	(547)	16,814	18,500	1,686	16,814	25,000	8,186	67%
Internet - Phone	3,518	3,366	(152)	29,553	30,302	749	29,553	40,400	10,847	73%
Trash Removal	0	1,300	1,300	8,215	8,800	585	8,215	12,000	3,785	68%
Uniforms	(55)	200	255	5,964	5,325	(639)	5,964	6,950	986	86%
Utiltities	32,703	38,000	5,297	309,220	312,000	2,780	309,220	380,250	71,030	81%
Total Expenses	76,682	89,822	13,140	725,598	785,759	60,161	725,598	1,012,790	287,192	
Total Departmental Expenses	177,782	200,373	22,591	1,660,542	1,814,729	154,187	1,660,542	2,451,473	790,931	

Cross Insurance Arena
OTHER INCOME
For the Nine Months Ending March 2020

	Period To Date			Year To Date					% of
	Actual	Curr Budget	Budget Var	Actual	Curr Budget	Budget Var	Annual Budget	Annual Budget Var	Annual Budget Achieved
OTHER INCOME									
Advertising Sponsorship Income	41,508	43,593	(2,085)	392,619	392,337	282	523,116	(130,497)	75%
Premium Seat Income	8,514	11,243	(2,729)	82,723	101,182	(18,459)	134,911	(52,188)	61%
Rink Program Revenue	485	1,500	(1,015)	40,015	42,500	(2,485)	43,000	(2,985)	93%
Other revenue	2,544	4,105	(1,561)	24,561	28,437	(3,876)	37,500	(12,939)	65%
TOTAL OTHER INCOME	53,051	60,441	(7,390)	539,918	564,456	(24,538)	738,527	(198,609)	73%

EVENT REPORTS

FOR THE MONTH ENDED

FEBRUARY 29, 2020

SPECTRA VENUE MANAGEMENT

D. BLANK
C. ENGLISH
A. GREEN
J. PAGE
M.SCANLON
K. WAJDA

Submitted by: Mark Eddy, Director of Finance

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Cross Insurance Arena
CONSOLIDATED EVENT INCOME STATEMENT

All Events
For the Eight Months Ending February 2020

	Period To Date			Year To Date		
	Actual	Curr Budget	Budget Var	Actual	Curr Budget	E
Number of Events	17	16	1	62	65	
Paid Tickets	42,130	38,525	3,605	140,938	162,473	
Turnstile General	35,589	37,825	(2,236)	131,970	159,150	
RENTAL INCOME						
GROSS TICKET REVENUE	554,991	435,647	119,344	3,295,850	4,348,167	
SPONSORSHIP REVENUE	0	0	0	6,280	1,600	
RENT BILLED	91,387	62,735	28,652	336,780	344,877	
NET REVENUE AFTER TAXES	646,378	498,382	147,996	3,638,909	4,694,644	
PROMOTER PROCEEDS	(557,416)	(435,649)	(121,767)	(3,315,336)	(4,312,169)	
Service Income Billed:						
Change Over - Setup Billed	4,793	6,000	1,207	13,432	8,525	
Secuirty	1,527	2,000	473	11,110	12,888	
Policy EMT Billed	9,757	14,750	4,993	24,549	29,275	
Stagehands Billed	48,823	25,630	(23,193)	268,114	292,520	
Event Staff Billed	43,746	39,750	(3,996)	88,120	79,129	
Evetn Ticket Selles Billed	4,626	3,306	(1,320)	8,486	14,941	
Box Office Fee	662	0	(662)	8,662	0	
Advertising Billed	1,578	0	(1,578)	91,745	114,750	
Cleaning billed	12,038	11,300	(738)	23,786	24,715	
Cleaning Supplies/Trash Removal	250	0	(250)	913	1,200	
Group Sales Commission Billed	2,381	455	(1,926)	14,555	11,335	
Damages Billed	0	0	0	250	0	
Equipment Rental Billed	0	0	0	1,591	500	
Production Billed	563	1,000	438	9,427	26,400	
Event Catering Billed	6,570	6,195	(375)	30,482	20,820	
Credit Card Fees Billed	4,474	3,505	(969)	21,140	19,795	
Internet/Phone Billed	175	125	(50)	1,261	1,490	
OTHER SERVICES BILLED	375	200	(175)	2,003	810	
Total Billed:	142,335	114,216	(28,119)	619,628	659,093	

Less: Service Expense					
CHANGEOVER WAGES	5,735	4,249	(1,486)	14,677	20,813
CHANGEOVER PAYROLL TAXES	6,502	5,085	(1,417)	24,241	22,405
Security Billed	1,852	0	(1,852)	16,096	14,875
POLICE/L&I/EMT EXPENSE	8,603	12,819	4,216	32,928	46,888
EMT EXPENSE	2,305	665	(1,640)	8,575	13,930
STAGEHANDS WAGES	43,492	33,485	(10,007)	235,643	281,270
EVENT STAFF WAGES	50,708	41,180	(9,528)	163,346	176,975
EVENT TICKET SELLER WAGES	5,143	4,459	(684)	18,476	19,953
Advertising Expense	1,578	0	(1,578)	111,878	126,605
CLEANING WAGES	25,519	28,245	2,726	89,739	93,775
GROUP SALES COMMISSIONS	188	630	442	4,464	5,640
PRODUCTION EXPENSE	2,204	1,644	(560)	26,051	25,693
Event Catering Expense	6,708	5,650	(1,058)	29,652	22,775
Credit card fees expense	3,659	3,140	(519)	17,347	14,705
Other Expense	0	0	0	0	0
Total Expensed:	164,195	141,251	(22,944)	808,153	901,302
Net Service Income/(Loss):	(21,860)	(27,035)	(5,175)	(188,525)	(242,209)
DIRECT EVENT INCOME	67,102	35,698	31,404	135,048	140,266
VIP Experience	0	0	0	3,593	0
Facility Fee	27,433	17,850	9,583	155,093	181,296
Suite Revenues	1,326	0	1,326	9,656	5,645
Ticket Convenience Fee	8,196	8,374	(178)	170,907	238,400
Promoter Share	0	0	0	(37,409)	(78,452)
ANCILLARY INCOME					
Concessions- General					
Gross Sales	210,856	241,057	(30,201)	878,803	1,273,145
Cost Of Sales	63,987	62,559	1,428	248,738	327,843
Taxes	0	17,811	(17,811)	0	93,041
Promoter/Team Share	28,334	40,572	(12,238)	156,166	250,512
Labor	34,908	37,432	(2,524)	134,191	150,671
Net Concessions	83,626	82,683	943	339,707	451,078
Suite Revenues					
Service Charges	1,535	0	1,535	10,341	0
Team/Promo share	0	0	0	0	0
Net Catering	1,535	0	1,535	10,341	0
Novelties					
Gross Sales	6,482	0	6,482	29,406	23,920
Promo Share	0	0	0	9,480	8,573
Net Novelties	6,482	0	6,482	20,529	15,347
TOTAL ANCILLARY INCOME	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]

Cross Insurance
CONSOLIDATED EVENT INCC

Regular Season H
For the Eight Months Ending

Event Code:	23	24	25	26
Event Name:	vs Adirondack	vs Worcester	vs Worcester	vs Brampton
Event Date:	February 1, 2020	February 4, 2020	February 7, 2020	February 8, 2020
	Actual	Actual	Actual	Actual
Number of Events	1	1	1	1
Paid Tickets	2,713	871	1,682	2,855
Turnstile General	2,813	606	1,476	2,612
RENTAL INCOME				
GROSS TICKET REVENUE	43,093	13,415	25,625	43,140
RENT BILLED	4,830	4,830	4,830	4,830
NET REVENUE AFTER TAXES	47,923	18,245	30,455	47,970
TENANT CHARGES	(43,093)	(13,415)	(25,625)	(43,140)
SERVICE INCOME BILLED				
Production Billed	0	0	0	0
Stagehands Billed	2,250	2,250	2,250	2,250
Event Staff Billed	0	0	41	0
Group Sales Commission Billed	9	7	45	18
Event Catering Billed	930	202	298	538
Credit Card Fees Billed	388	67	156	343
Total Billed:	3,577	2,526	2,789	3,149
LESS: SERVICE EXPENSE				
Changeover Wages	778	0	0	0
Contracted Security	0	0	0	0
Police	606	187	567	606
EMT Expense	0	0	0	0
Operations wages	274	450	424	200
Stagehand Wages	2,498	2,593	2,498	2,593
Event Staff Wages	2,120	2,379	2,570	2,006
Event Ticket Seller Wages	308	189	346	306
Cleaning Expense	1,666	1,398	1,516	1,774
Group sales expense	6	5	29	12
PRODUCTION EXPENSE	0	47	47	0
Event Catering Expense	930	202	298	538

Cross Insurance Arena
CONSOLIDATED EVENT INCOME STATEMENT

Minor Concerts
For the Eight Months Ending February 2020

Event Code:	04		
Event Name:	Mercy ME		
Event Date:	28-Feb-20		
	Actual	Curr Budget	Budget Var
Number of Events	1	0	1
Paid Tickets	4,521	0	4,521
Turnstile General	4,318	0	4,318
RENTAL INCOME			
GROSS TICKET REVENUE	172,279	0	172,279
RENT BILLED	25,000	0	25,000
NET REVENUE AFTER TAXES	197,279	0	197,279
TENANT CHARGES	(174,704)	0	(174,704)
Service Income Billed:			
Security Billed	1,527	0	1,527
Stagehands Billed	17,249	0	17,249
Event Staff Billed	2,688	0	2,688
Advertising Billed	1,578	0	1,578
Cleaning Supplies/Trash Removal	250	0	250
Group Sales Commission Billed	2,125	0	2,125
Credit Card Fees Billed	1,096	0	1,096
OTHER SERVICES BILLED	0	0	0
Total Billed:	26,513	0	26,513
Less: Service Expense			
CHANGEOVER WAGES	972	0	972
OPERATIONS WAGES	767	0	767
CONTRACTED SECURITY	1,852	0	1,852
POLICE/L&I/EMT EXPENSE	984	0	984
EMT EXPENSE	180	0	180
STAGEHANDS WAGES	13,997	0	13,997
EVENT STAFF WAGES	4,602	0	4,602
EVENT TICKET SELLER WAGES	228	0	228
ADVERTISING EXPENSE	1,578	0	1,578
CLEANING WAGES	2,011	0	2,011
PRODUCTION EXPENSE	1,949	0	1,949
Event Catering Expense	689	0	689

Total Expensed:	30,710	0	30,710
Net Service Income/(Loss):	(4,197)	0	(4,197)
DIRECT EVENT INCOME	18,378	0	18,378
Suite Revenue	487	0	487
Facility Fee	13,563	0	13,563
Ticket Convenience Fee	2,704	0	2,704
ANCILLARY INCOME			
Concessions- General			
Gross Sales	13,058	0	13,058
Cost Of Sales	3,660	0	3,660
Labor	2,779	0	2,779
Service Charges	(156)	0	(156)
Team/Promo share	0	0	0
Net Concessions	6,776	0	6,776
Novelties			
Gross Sales	6,482	0	6,482
Promo Share	0	0	0
Net Novelties	6,482	0	6,482
TOTAL ANCILLARY INCOME	13,258	0	13,258
EVENT OPERATING INCOME	48,390	0	48,390

Cross Insurance Arena
CONSOLIDATED EVENT INCOME STATEMENT
High School Sports
For the Eight Months Ending February 2020

Event Code:	01		
Event Name:	State High School Basketball Championships		
Event Date:	February 19-29, 2020		
	Actual	Curr Budget	Budget Var
Number of Events	5	5	0
Paid Tickets	22,059	20,675	1,384
Turnstile General	16,507	20,675	(4,168)
RENTAL INCOME			
Gross Ticket Revenue	159,105	134,388	24,718
Rent Billed	17,202	13,750	3,452
NET REVENUE AFTER TAXES	176,307	148,138	28,170
TENANT CHARGES	(159,105)	(134,390)	(24,715)
Service Income Billed:			
Change Over - Setup Billed	4,793	6,000	(1,207)
Policy EMT Billed	9,757	13,750	(3,993)
Stagehands Billed	8,017	2,500	5,517
Event Staff Billed	34,903	35,000	(97)
Evetn Ticket Selles Billed	3,695	3,250	445
Box Office Fee	662	0	662
Cleaning billed	10,490	9,500	990
Event Catering Billed	3,052	3,375	(323)
Credit Card Fees Billed	1,542	1,000	542
Other Services Billed	750	0	750
Total Billed:	77,660	74,375	3,285
Less: Service Expense			
CHANGEOVER WAGES	2,527	875	1,652
CHANGEOVER PAYROLL TAXES	2,306	1,250	1,056
POLICE/L&I/EMT EXPENSE	4,147	8,000	(3,853)
EMT EXPENSE	1,825	0	1,825
STAGEHANDS WAGES	7,469	10,000	(2,531)
EVENT STAFF WAGES	25,509	20,000	5,509
EVENT TICKET SELLER WAGES	2,518	2,000	518
CLEANING WAGES	10,505	12,500	(1,996)
PRODUCTION EXPENSE	161	575	(414)
Event Catering Expense	3,052	3,375	(323)
Credit card fees expense	1,268	875	393
	0	0	0
Total Expensed:	61,287	59,450	1,837
Net Service Income/(Loss):	16,373	14,925	1,448
DIRECT EVENT INCOME	33,575	28,673	4,903

Facility Fee	0	0	0
Suite Revenue	0	0	0
Ticket Convenience Fee	365	723	(358)
ANCILLARY INCOME			
Concessions- General			
Gross Sales	81,554	77,532	4,022
Cost Of Sales	23,837	20,101	3,736
Labor	13,997	16,000	(2,003)
Taxes	0	5,743	(5,743)
Team/Promo share	0	0	0
Net Concessions	43,720	35,688	8,032
TOTAL ANCILLARY INCOME	43,720	35,688	8,032
EVENT OPERATING INCOME	77,660	65,084	12,577

Cross Insurance Arena
CONSOLIDATED EVENT INCOME STATEMENT

Trade Shows
For the Eight Months Ending February 2020

Event Code:	02		
Event Name:	Home Show		
Event Date:	February 15-16, 2020		
	Actual	Curr Budget	Budget Var
Number of Events	4	4	0
Paid Tickets	1,929	0	1,929
Turnstile General	2,080	0	2,080
RENTAL INCOME			
GROSS TICKET REVENUE	13,414	11,200	2,214
RENT BILLED	15,000	15,000	0
Gross Revenue	28,414	26,200	2,214
TENANT CHARGES	(13,414)	(11,200)	(2,214)
Service Income Billed:			
Change Over - Setup Billed	0	0	0
Secuirty	0	2,000	(2,000)
Policy EMT Billed	0	1,000	(1,000)
Stagehands Billed	7,721	8,276	(555)
Event Staff Billed	5,952	4,750	1,202
Evetn Ticket Selles Billed	931	56	875
Cleaning billed	1,548	1,800	(252)
Production Billed	563	1,000	(438)
Event Catering Billed	0	545	(545)
Credit Card Fees Billed	187	265	(78)
Internet/Phone Billed	175	125	50
OTHER SERVICES BILLED	0	200	(200)
Total Billed:	17,076	20,017	(2,941)
Less: Service Expense			

EVENT REPORTS

FOR THE MONTH ENDED

March 31, 2020

SPECTRA VENUE MANAGEMENT

D. BLANK
C. ENGLISH
A. GREEN
J. PAGE
M.SCANLON
K. WAJDA

Submitted by: Mark Eddy, Director of Finance

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Cross Insurance Arena
CONSOLIDATED EVENT INCOME STATEMENT

All Events
For the Nine Months Ending March 2020

	Period To Date			Year To Date		
	Actual	Curr Budget	Budget Var	Actual	Curr Budget	Budget Var
Number of Events	5	20	(15)	67	85	(18)
Paid Tickets	13,970	36,385	(22,415)	154,908	198,858	(43,950)
Turnstile General	13,784	35,635	(21,851)	145,754	194,785	(49,031)
RENTAL INCOME						
GROSS TICKET REVENUE	524,993	871,544	(346,551)	3,820,843	5,219,710	(1,398,867)
SPONSORSHIP REVENUE	0	0	0	6,280	1,600	4,680
RENT BILLED	19,320	88,535	(69,215)	355,725	433,412	(77,687)
NET REVENUE AFTER TAXES	544,313	960,079	(415,766)	4,182,847	5,654,722	(1,471,875)
PROMOTER PROCEEDS	(525,013)	(871,544)	346,531	(3,840,348)	(5,183,713)	1,343,365
Service Income Billed:						
Change Over - Setup Billed	2,651	1,907	(744)	16,082	11,832	4,250
Secuirty	10,575	3,575	(7,000)	21,685	16,463	5,222
Policy EMT Billed	3,175	5,975	2,800	27,725	35,250	(7,525)
Stagehands Billed	46,269	65,019	18,750	314,382	357,539	(43,157)
Event Staff Billed	5,722	21,869	16,147	93,842	100,998	(7,156)
Evetn Ticket Selles Billed	592	1,003	411	9,078	15,944	(6,866)
Box Office Fee	0	0	0	8,662	0	8,662
Advertising Billed	1,617	16,500	14,883	93,362	131,250	(37,888)
Cleaning billed	2,956	5,900	2,944	26,743	30,615	(3,872)
Cleaning Supplies/Trash Removal	389	400	11	1,302	1,600	(298)
Group Sales Commission Billed	210	3,885	3,675	14,766	15,220	(454)
Damages Billed	0	0	0	250	0	250
Equipment Rental Billed	0	0	0	1,591	500	1,091
Production Billed	2,339	4,695	2,356	11,766	31,095	(19,329)
Event Catering Billed	2,841	4,350	1,509	33,323	25,170	8,153
Credit Card Fees Billed	1,938	4,515	2,577	23,078	24,310	(1,232)
Internet/Phone Billed	0	175	175	1,261	1,665	(404)
OTHER SERVICES BILLED	325	250	(75)	2,703	1,060	1,643
Total Billed:	81,598	140,018	58,420	701,601	800,511	(98,910)

Less: Service Expense

CHANGEOVER WAGES	2,916	4,699	1,783	17,593	25,512	(7,919)
CHANGEOVER PAYROLL TAXES	2,280	6,294	4,014	26,520	28,699	(2,179)
Security Billed	10,575	3,275	(7,300)	26,671	18,150	8,521
POLICE/L&I/EMT EXPENSE	3,389	9,834	6,445	36,317	56,722	(20,405)
EMT EXPENSE	440	2,365	1,925	9,015	16,295	(7,280)
STAGEHANDS WAGES	41,196	63,710	22,514	276,838	344,980	(68,142)
EVENT STAFF WAGES	14,535	43,015	28,480	177,881	219,990	(42,109)
EVENT TICKET SELLER WAGES	940	4,319	3,379	19,416	24,272	(4,856)
Advertising Expense	1,617	16,500	14,883	113,495	143,105	(29,610)
CLEANING WAGES	8,052	25,295	17,243	97,791	119,070	(21,279)
GROUP SALES COMMISSIONS	136	995	859	4,601	6,635	(2,034)
PRODUCTION EXPENSE	1,859	4,874	3,015	27,910	30,567	(2,657)
Event Catering Expense	4,615	7,350	2,735	34,267	30,125	4,142
Credit card fees expense	1,594	3,705	2,111	18,942	18,295	647
Other Expense	0	0	0	0	0	0
Total Expensed:	93,844	196,230	102,386	901,997	1,097,417	(195,420)
Net Service Income/(Loss):	(12,245)	(56,212)	(43,967)	(200,395)	(296,906)	96,511
DIRECT EVENT INCOME	7,055	32,323	(25,267)	142,104	174,103	(31,999)
VIP Experience	0	0	0	3,593	0	3,593
Facility Fee	14,023	46,340	(32,317)	169,116	227,636	(58,520)
Suite Revenues	290	450	(160)	9,946	4,580	5,366
Ticket Convenience Fee	36,610	52,481	(15,871)	207,518	290,881	(83,363)
Promoter Share	(23,174)	(14,437)	8,737	(60,583)	(92,889)	(32,306)
ANCILLARY INCOME						
Concessions- General						
Gross Sales	170,911	290,081	(119,170)	1,049,714	1,563,226	(513,512)
Cost Of Sales	45,219	72,612	(27,393)	293,957	400,455	(106,498)
Taxes	0	21,487	(21,487)	0	114,528	(114,528)
Promoter/Team Share	55,257	60,932	(5,675)	211,423	311,444	(100,021)
Labor	20,747	34,882	(14,135)	154,938	185,553	(30,616)
Net Concessions	49,689	100,168	(50,479)	389,396	551,246	(161,850)
Suite Revenues						
Service Charges	1,461	0	1,461	11,802	0	11,802
Team/Promo share	0	0	0	0	0	0
Net Catering	1,461	0	1,461	11,802	0	11,802
Novelties						
Gross Sales	12,977	12,237	740	42,383	36,157	6,226
Promo Share	8,652	3,199	5,453	18,131	11,772	6,359
Net Novelties	14,031	9,038	4,993	34,560	24,385	10,175
TOTAL ANCILLARY INCOME	65,181	109,206	(44,025)	435,758	575,631	(139,873)
EVENT OPERATING INCOME	99,986	226,363	(126,377)	907,451	1,179,942	(272,491)

Cross Insurance Arena
CONSOLIDATED EVENT INCOME STATEMENT

Regular Season Hockey
For the Nine Months Ending March 2020

Event Code:	30	31	32	33	34	35	36			
Event Name:	vs South Carolina	vs Reading	vs Worcester	vs Norfolk	vs Worcester	vs Worcester	vs Worcester			
Event Date:	3/1/2020	March 6, 2020	March 8, 2020	March 10, 2020	Cancelled	Cancelled	Cancelled			
	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Total	Curr Budget	Budget Var
Number of Events	1	1	1	1	0	0	0	4	7	(3)
Paid Tickets	2,775	2,540	2,100	1,142	0	0	0	8,557	17,850	(9,293)
Turnstile General	2,825	2,665	2,015	972	0	0	0	8,477	17,150	(8,673)
RENTAL INCOME										
GROSS TICKET REVENUE	40,475	38,801	31,480	18,302	0	0	0	129,058	290,066	(161,008)
RENT BILLED	4,830	4,830	4,830	4,830	0	0	0	19,320	33,985	(14,665)
NET REVENUE AFTER TAXES	45,305	43,631	36,310	23,132	0	0	0	148,378	324,051	(175,673)
TENANT CHARGES	(40,475)	(38,801)	(31,480)	(18,302)	0	0	0	(129,058)	(290,066)	161,008
SERVICE INCOME BILLED										
Production Billed	0	0	0	0	0	0	0	0	0	0
Stagehands Billed	2,297	2,250	2,250	2,250	0	0	0	9,047	14,854	(5,807)
Event Staff Billed	130	0	211	33	0	0	0	374	0	374
Group Sales Commission Billed	15	0	29	0	135	0	32	210	455	(245)
Event Catering Billed	342	314	1,399	786	0	0	0	2,841	2,275	566
Credit Card Fees Billed	278	276	207	85	0	0	0	846	2,240	(1,394)
Total Billed:	3,061	2,840	3,870	3,153	135	0	32	13,092	19,824	(6,732)
LESS: SERVICE EXPENSE										
Changeover Wages	972	778	0	0	0	0	0	1,750	3,374	1,624
Contracted Security	0	0	0	0	0	0	0	0	0	0
Police	516	434	516	187	0	0	0	1,654	4,669	3,015
EMT Expense	0	0	0	0	0	0	0	0	665	665
Operations wages	354	608	235	469	0	0	0	1,666	2,835	1,169
Stagehand Wages	2,537	2,498	2,498	2,498	0	0	0	10,032	16,485	6,453
Event Staff Wages	2,431	2,610	2,353	2,459	0	0	0	9,852	19,915	10,063
Event Ticket Seller Wages	219	335	0	236	0	0	0	790	2,359	1,569
Cleaning Expense	1,795	1,844	0	1,457	0	0	0	5,096	10,745	5,649
Group sales expense	10	0	19	0	88	0	21	136	630	494
PRODUCTION EXPENSE	47	0	0	114	0	0	0	161	119	(42)
Event Catering Expense	342	314	3,173	786	0	0	0	4,615	2,275	(2,340)
Credit card fees expense	229	227	171	70	0	0	0	696	1,890	1,194
Total Expensed:	9,452	9,648	8,964	8,275	88	0	21	36,448	65,961	29,513
Net Service Income/(Loss):	(6,391)	(6,808)	(5,094)	(5,122)	48	0	11	(23,356)	(46,137)	22,781
DIRECT EVENT INCOME	(1,561)	(1,978)	(264)	(292)	48	0	11	(4,036)	(12,152)	8,116
Facility Fee	2,775	2,540	2,100	1,142	0	0	0	8,557	17,850	(9,293)
Suite Revenue	0	290	0	0	0	0	0	290	0	290
Ticket Convenience Fee	1,042	1,056	652	202	0	0	0	2,952	7,651	(4,699)
ANCILLARY INCOME										
Concessions- General										
Gross Sales	23,809	25,144	18,044	8,909	0	0	0	75,906	162,925	(87,019)
Cost Of Sales	6,863	7,385	5,001	2,612	0	0	0	21,861	42,238	20,377
Labor	3,419	3,195	2,793	2,214	0	0	0	11,621	21,182	9,561
Team Share	6,062	6,610	4,095	1,698	0	0	0	18,465	40,565	22,100
Net Concessions	7,465	7,954	6,155	2,384	0	0	0	23,959	46,872	(22,913)
Service Income	163	563	0	523	0	0	0	1,249	0	1,249
TOTAL ANCILLARY INCOME	7,629	8,517	6,155	2,907	0	0	0	25,208	46,872	(21,664)
EVENT OPERATING INCOME	9,884	10,425	8,643	3,959	48	0	11	32,970	60,221	(27,251)

Cross Insurance Arena
CONSOLIDATED EVENT INCOME STATEMENT

Minor Concerts
For the Nine Months Ending March 2020

Event Code:	05		
Event Name:	Kane Brown		
Event Date:	March 5, 2020		
	Actual	Curr Budget	Budget Var
Number of Events	1	0	1
Paid Tickets	5,413	0	5,413
Turnstile General	5,307	0	5,307
RENTAL INCOME			
GROSS TICKET REVENUE	395,935	0	395,935
RENT BILLED	0	0	0
NET REVENUE AFTER TAXES	395,935	0	395,935
TENANT CHARGES	(395,955)	0	(395,955)
Service Income Billed:			
Change Over - Setup Billed	2,651	0	2,651
Security Billed	10,575	0	10,575
Policy EMT Billed	3,175	0	3,175
Stagehands Billed	37,222	0	37,222
Event Staff Billed	5,348	0	5,348
Evetn Ticket Selles Billed	818	0	818
Equipment Rental	300	0	300
Advertising Billed	1,617	0	1,617
Cleaning billed	2,956	0	2,956
Cleaning Supplies/Trash Removal	389	0	389
Production Billed	2,339	0	2,339
Credit Card Fees Billed	1,092	0	1,092
OTHER SERVICES BILLED	325	0	325
Total Billed:	68,807	0	68,807
Less: Service Expense			
CHANGEOVER WAGES	1,166	0	1,166
OPERATIONS WAGES	614	0	614
CONTRACTED SECURITY	10,575	0	10,575
POLICE/L&I/EMT EXPENSE	1,735	0	1,735
EMT EXPENSE	440	0	440
STAGEHANDS WAGES	31,164	0	31,164
EVENT STAFF WAGES	4,682	0	4,682
EVENT TICKET SELLER WAGES	150	0	150

ADVERTISING EXPENSE	1,617	0	1,617
CLEANING WAGES	2,956	0	2,956
PRODUCTION EXPENSE	1,698	0	1,698
Credit card fees expense	898	0	898
Other Expense	0	0	0
Total Expensed:	57,696	0	57,696
Net Service Income/(Loss):	11,111	0	11,111
DIRECT EVENT INCOME	11,092	0	11,092
Suite Revenue	0	0	0
Facility Fee	16,399	0	16,399
Promoter Share Facility Fees	(10,933)	0	(10,933)
Ticket Convenience Fee	33,659	0	33,659
Promoter Share Convenience Fees	(23,174)	0	(23,174)
Premium Service Income	9,706	0	9,706
ANCILLARY INCOME			
Concessions- General			
Gross Sales	95,005	0	95,005
Cost Of Sales	23,357	0	23,357
Labor	9,126	0	9,126
Service Charges	(212)	0	(212)
Team/Promo share	36,792	0	36,792
Net Concessions	25,942	0	25,942
Novelties			
Gross Sales	12,977	0	12,977
Promo Share	8,652	0	8,652
Net Novelties	4,326	0	4,326
TOTAL ANCILLARY INCOME	30,268	0	30,268
EVENT OPERATING INCOME	67,016	0	67,016

Cumberland County Commissioners
142 Federal Street, Portland, Maine 04101
207-871-8380 • cumberlandcounty.org

Maine
Cumberland **County**

District One Neil Jamieson • District Two Susan Witonis • District Three Stephen Gorden
District Four Thomas Coward • District Five James Cloutier

A Resolution Seeking Federal Financial Assistance

Cross Insurance Arena - Cumberland County

Whereas, the County of Cumberland owns and contracts the management of the Cross Insurance Arena as a county enterprise fund; and

Whereas, the annual operations of the Cross Insurance Arena account for millions of dollars of economic activity pumped in the Southern Maine economy; and

Whereas, the Cross Insurance Arena is a significant employer in the Southern Maine region; and

Whereas, the Cross Insurance Arena for the first-time in over ten years was trending to potentially break even this fiscal year, having thirteen events, plus three Maine Mariners games (and multiple playoff games) from March 16th to the end of June 2020; and

Whereas, any operating deficits of the Cross Insurance Arena ultimately accrue as a liability for the County of Cumberland's General Fund creating a potentially significant burden on the taxpayers of the Cumberland County; and

Whereas, due to the Covid-19 pandemic, business activity at the Cross Insurance Arena has effectively ceased for the foreseeable future subjecting the County of Cumberland to a large and unavoidable financial burden; and

Whereas, the Cross Insurance Arena is now being established as a Alternative Care Site by the Maine CDC, Maine Emergency Management and the two regional hospitals in Portland; and

Whereas, the Cross Insurance Arena does not currently qualify for federal small business emergency assistance due to its status as a subsidiary operation of county government, and

Now, Therefore, Be It Resolved, that the Commissioners of the County of Cumberland do hereby petition the four members of Maine's Congressional Delegation – Senators Collins and King and Representatives Golden and Pingree – to do all in their power to help alleviate this financial emergency through whatever influence their respective positions might provide.

Be It Further Resolved, that the County Commissioners do hereby acknowledge and appreciate all of the ongoing efforts of the members of the Maine Congressional Delegation, especially during this uniquely challenging time for our state and nation.

Chairman Thomas S. Coward
District 4

Stephen F. Gorden
District 3

Neil D. Jamieson Jr.
District 1

Susan E. Witonis
District 2

James F. Cloutier
District 5

Cumberland County Mail

Jim Gailey <gailey@cumberlandcounty.org>

Re: Cross Insurance Arena equipment replacement

1 message

Cloutier, James <cloutierj@ccdpa.com> Wed, Mar 25, 2020 at 1:30 PM
To: Bill Huot <wrhuot@icsengineering.com>
Cc: Jim Gailey <gailey@cumberlandcounty.org>, Thomas Coward <coward@cumberlandcounty.org>, Stephen Gorden <gorden@cumberlandcounty.org>, Susan Witonis <witonis@cumberlandcounty.org>, Neil Jamieson <Jamieson@cumberlandcounty.org>

Hello Mr. Huot

Thanks for the note, I will pass your note to the appropriate county managers for their review. Our center id=s largely managed by a committee of true=stees who would likely need to discuss this before the Commission would take any action.

You may find it helpful to review your frequents with the Sagadahoc County Board of Commissioners for their input.

Jim Cloutier

On Wed, Mar 25, 2020 at 12:09 PM Bill Huot <wrhuot@icsengineering.com> wrote:

> Hello Mr. Cloutier,
>
> I hope things are well with you and your family.
>
> I was looking to speak with you regarding a chiller replacement at the Cross Insurance Arena. I am not sure if this would fall under your jurisdiction but thought you might be able to point me in the right direction.
>
> Midcoast Community Ice is an initiative of the Midcoast Youth Hockey Association, a 501(c)(3) nonprofit serving our communities for 50 years. Midcoast Ice LLC is an independent charitable entity chartered to build and operate a multi-purpose indoor arena to accommodate hockey and other activities in Topsham Maine.
>
> We have a network of committed volunteers and sponsors who are actively teaming with us to achieve this goal. Over the past year and a half, through many hours of volunteer work and sponsors, we have acquired a full size set of boards with glass and netting as well as a Zamboni. We are continuing the effort and progress by seeking a chiller system sufficient to support our new rink. We expect to have acquired the necessary real-estate for location of the new rink in Topsham Maine by Mid summer as contractual/legal proceedings are currently underway to secure this property.
>
> As this arena is 100% funded by sponsorship and donors, it is important that we maintain the momentum we currently have within the hockey community and demonstrate significant progress towards construction of the new arena. Acquiring these chillers would be a huge example of progress and physical demonstration of the hard work of its volunteers and the monetary donations of our sponsors and donors.
>
> It is my understanding, through conversations with Jim Leo, Director of Operations at Cross Insurance Arena, that the county owns Cross Insurance Arena and is operated by Spectrax. The arena is currently scheduled to replace the chiller system this spring and we are seeking a chiller system for our new rink.

As mentioned, this project is fully funded by sponsors and donations any discounted cost for the chillers will help boost the success of this project. I understand the county receives surplus equipment from other counties and government entities. With this in mind, who might I be able to contact and discuss acquiring these chillers for our Non-profit organization or possible surplus transfer to Sagadahoc county? At a minimum maybe to discuss a significant discount in their purchase?

Thank you for your time and consideration I look forward to hearing from you.

Bill
Bill Huot
VP House and Travel
Midcoast Youth Hockey Association

Maine
Cumberland **County**

--
Cloutier, Conley & Duffett, P.A.
www.ccdpa.com
465 Congress Street # 800
Portland, Maine 04101
207.775.1515 tel.
207.774.7984 fax

CIA Operating Budget – Narrative

FY 2020-2021

Please find attached the Cross Insurance Arena operating budget for the fiscal year 2020. The underlying assumptions used in this budget may change due to the COVID-19 Pandemic and based on the timing of when the social distancing guidelines will be lifted and when business in the live sports and entertainment industry will come back. Other factors also will be the public's willingness to attract mass gathering events again once they are allowed and the entertainments industry's timing in scheduling events again. These assumptions are rough estimate at this point and any changes in timing and public willingness to attend events could affect the budget.

The upcoming fiscal year shows a projected 101 events with a slightly different event mix than last year. One major difference in FY20 is that Cross Insurance Arena will not host Cirque Du Soleil, while they do have event holds placed for our market in FY2021, playing our market a second time with the same tour did not strategically make sense for them.

Due to this our event mix has slightly shifted this year replacing Cirque Du Soleil's seven shows with four Paw Patrol shows and three additional concerts. The shift in event mix also impacts the deal structures that will decrease the ticket sales, facility fees, and convenience fees by $91,548 while being offset by our increased net rent and service income by 124k.

These changes account for the $302,839 direct event income.

General Event Assumptions for all events

- Due to COVID Pandemic, some events were not held so the numbers in the projection column of the event budget summary are based on budgeted numbers not actuals
- Mariners hockey returning for a third season. We are recommending a budgeted amount of $288,052 which is slightly lower than where we projected they would finish this year had that last three games of the season been completed.

  Going into last season projected growth for Mariners included 8% increase in full season equivalent (FSE) ticket buyers. While they achieved their goal by currently being at 874 FSE's there were other factors impacting revenue streams during their season. Depending on what day of the week the games were being played significantly impacted the bottom line.

  To help refine our budgeted numbers we took into consideration the amount of revenue being generated during each day of the week to come up with comparative averages. Since we currently have viewed the first draft of next years games, we were able to strategically project our net revenue based on how many weekday games are being played versus weekend games. While these numbers are slightly less than last years, we do feel like this approach is conservative but strategic.

The Mariners continue to focus their efforts on growth with FSE's and group sales through several different avenues: refocusing marketing dollars that provide better return of investments, continued use of FEVO, and leveraging ECHL data for continued ticket sales are a few of the areas.

- College hockey will have its first Friday night play in several years, last year we had a noon time game and the year prior a Monday night play.
- MPA High School Basketball Championships will return with one more day of play totally six days
- We are hopeful to have WWE back in the building after being cancelled last year due to talent injuries. Currently looking at dates with promoter for spring time play.
- Both FELD shows including Disney On Ice and Sesame Street have plans to return for the upcoming events season
- Ice Racing numbers are based on cooperative weather, the past two years we have had snow storms that impacted our walkup numbers. First year we hosted XiiR we netted $19,000. We do feel like with the cooperation of the weather we can get back to those numbers.
- Paw Patrol is returning in October after taking a break from our market last year. Our goal is to have our building be a regular yearly stop for their tours in October. Future plans also include the live show *Trolls* to make a market appearance for the following fiscal year.
- Although Marshwood cancelled its event this year due to the pandemic they have plans to return the same time next year. This event has provided consistent income due to being a rental deal.
- Globetrotters will return to our market this November. Historically they route through our area during the spring time however their recent pandemic cancellation lead to routing through the northeast during November. They will also be doubled up with a Mariners game on the same day, Globetrotters will start at 1:00pm and the Mariners game that night will have a 7:30pm start.
- Historically concerts have been broken into two categories in the past (Major and Minor). In an effort to continue providing fair assessment with this category we found it helpful to add a third category reflecting the unique deal structure between the venue, Live Nation, and Waterfront Concerts. This year we were projected to finish with ten concerts exceeding our budgeted number by four events. Due to being back loaded on our events season most of those did not get to happen due to the pandemic. Several that were already on sale have rescheduled or currently looking for new dates on the booking calendar (Jojo Siwa, Jim Gaffigan, Tenderloins, AJR, Gabriel Iglesias).
- PBR will be returning at the end of September, the hope is this will be one of the events in September that welcome patrons back into the arena.
- Conventions and trade shows have shown a slight increase in the net revenue due to Portland on Taps increased ticket sales despite having one less event in this category which was due to Sysco food show not returning
- Although Jehovahs had to cancel their event this year we have already received confirmation of their return for 2021. The increased revenue in this category is due to the changes we are hopeful will be made in our IATSE contract negotiations.

- Graduations will continue to hold down the end of May and beginning of June, with slight increased rentals for each school to help offset increased minimum wage we expect to maintain our expected revenue from them.
- The additional revenue in our events category is a cumulative effort between our community events like Strive and other miscellaneous bookings such as Cirque Holidaze which is currently holding December dates.

Ancillary Revenue

Ancillaries revenues reflects two parts of our operating budget that include food and beverage revenues (concession & catering) as well as merchandise revenues.

Similar to last year we continued to compile historical information on all of the events to continue making strategic decisions. While some of the events ended up not coming to fruition due to the pandemic we still feel like next year they will produce reliable revenues.

Additional adjustments we will continue to make during events for improved revenues include: dynamic pricing of certain items, altering the point of sales setup based on patron ingress, specialty drinks for certain events, and IDing patrons for alcohol wristbands prior to entering the building to expedite bar lines. With the continued modifications we believe this will assist us obtaining the additional $40,000 of ancillary revenue projected.

Novelty revenues show a slight decrease this upcoming year compared to where we were projecting to finish this event season. During this current event season we booked several events that would produce higher than average per cap revenues with novelties. While some of these events were postponed (Jojo Siwa) and we are hopeful that they can find new dates in the upcoming fiscal year, our projections have shown to be conservative falling in line with the previous fiscal year.

Other Income

Advertising sponsorship revenue has continued to grow in this past year by generating 82k in new business while also increasing renewals by 36k. New partners include Aroma Joes Coffee, Bath Iron Works, Martins Point Healthcare, Central Maine Power, Hannaford, and Nonesuch Brewing.

Primary reason for 9% of the contracts lost were due to trade agreements that were no longer being utilized or intentions to switch partners.

Naming rights are in year seven of a ten year contract. This upcoming year Zach will start preliminary conversations with Cross to lay the ground work for future renewal.

We are projecting four of the six suites to be sold for the upcoming year. Last year On Target sold their company to a foreign competitor, nearly all traditional advertising assets included in Founding Partnership were sold off at higher rates in the form of fixed signage, commercial spots, and digital inventory.

Exception being annual contract of VIP tower suite valued at 26,360 ($35,000 minus $8640 to Mariners for hard ticket costs to hockey team).

Zach has worked to replace that value nearly in full with over $8,000 worth of individual event suite sales while also including it as an asset in other new sponsor contracts equaling $17,500.

Two new PSL's were sold this year that included BIW and Aroma Joes.

Other rentals were slightly decreased to primarily to high school hockey rentals. This past year the schools received a new superintendent with a slightly more conservative view on letting the teams travel during inclement weather.

Indirects

Our indirect department budgets show a total increase compared to FY20 as we enter the year and anticipate full staff through the year. We move forward with 14 full time employees. We do not anticipate any major changes to the number of full time staff. Primary increase is due to a 2.5% cost of living increase and all departments are carrying 100% of budgeted incentive versus only having achieved 30% in 2019-2020.

Executive

- Travel/ Conferences – $1900 expense reduction in travel to Pollstar conference
- Cell Phone - $979 reduction in cell phone costs

Marketing

- Travel & Entertainment – $700 increase for annual event conference for both Bill and Lauren in comparison to last year's budget
- Dues and Subscriptions/Customer Relations - $1050 overall decrease comparative to FY20

Finance

- Corporate Support - $,1000 reduction in planned corporate travel
- Employee Benefits - $10,482 reduction in benefits after employees made adjustments to their plans

Box Office

- Partime Payroll Reduction - $7000 reduction in planned part time payroll for upcoming year, last year reliance on part time staff was more prevalent due to full time staff health concerns
- Supplies – increased by $1000 for purchase of printer, window signage, and microphone repairs

Operations

- Partime Payroll – $10,000 increase building custodial and events services due to increased minimum wage since we exceeded budgeted projections last year

- Meetings/Conventions – Reduced by $1400 due to conference cancellation
- Ice/Hockey Expenses & Repairs and Maintenance – both categories were redefined last year by separating the expenses between hockey and the rest of the venue needs.
- Building Supplies and Janitorial Supplies – collectively increased by $4500 due to current pandemic forsee needing to spend more money on cleaning supplies and efforts
- Contractual Services – reduction of $22,213 primarily due to the removal of forklift trade
- Telephone – removal of cellphone expense, staff no longer carry company phones

Events

- Payroll Billed to Events – increase due to different event mix, increased concerts require different level of staffing and security needs
- Dues & Subscriptions – Eventbooking software increased cost
- Arena Security Systems – Reduced by $9000 due to Norris monitoring system trade removal

Corporate Sales and Premium Services

- Signage Maintenance and Fulfillment – increased by $2750, contract allows for up to $10,000

Overhead

- Licenses – increased by $4750, previously were not protected with music licensing right if promoter was not paying dues
- Insurance Expense - $4000 increase due to additional liability and workers comp expenses
- Management Fees- Assume 2.5% CPI increase adjustment for 20-21
- Utilities - $20,750 reduction due to rate reduction and additional savings from LED lights

Food and Beverage

- Part time wages – refined expected part time needs due to using nonprofit labor that can be billed back to events
- F&B Overhead – lower maintenance and repairs needed on POS system

CROSS INSURANCE ARENA
FISCAL YEAR 2021
JULY-JUNE
OPERATING BUDGET

	12 MONTHS BUDGET FY 2020-21 JULY-JUNE	12 MONTHS ACTUAL PROJECTED FY 2019-20 JULY-JUNE	2020-21 BUDGET VS 2019-20 PROJECTED VARIANCE FY 2021 VS FY 2020 FAV / (UNFAV)	12 MONTHS BUDGET FY 2019-20 JULY-JUNE	2020-21 BUDGET VS 2019-20 BUDGET COMPARISON FY 2021 VS FY 2020 FAV / (UNFAV)	NOTES
# OF EVENTS	101	100	1	102	(1)	Event mix changed for 20-21, gained Paw Patrol and 3 concerts
TOTAL PAID	193,750	200,078	(6,328)	207,108	(13,358)	
AVERAGE TICKET PRICE	$ 22.36	$ 22.02	$ 0.34	$ 25.71	$ (3.35)	
TOTAL GENERAL ATTENDANCE	216,291	230,639	(14,348)	237,935	(21,644)	
CONCESSION PER CAPS	$ 7.16	$ 7.16	$ (0.00)	$ 7.19	$ (0.03)	
NOVELTY PER CAPS	$ 0.81	$ 1.00	$ (0.19)	$ 0.98	$ (0.17)	
RENTAL INCOME						
GROSS TICKET REVENUE	$ 4,331,986	$ 4,405,549	$ (73,563)	$ 5,324,710	$ (992,724)	Decreased ticket revenue due to less events that were ticket revenue drive
TENANT CHARGES	$ 3,818,763	$ 3,961,842	$ (143,079)	$ 4,828,598	$ (1,009,835)	as opposed to rent driven.
NET RENT INCOME	$ 519,474	$ 443,707	$ 75,767	$ 497,712	$ 21,762	Event mix includes comedy shows and Paw Patrol that are rental deals
NET SERVICE INCOME/(LOSS)	$ (225,435)	$ (264,974)	$ 39,539	$ (286,666)	$ 61,231	
DIRECT EVENT INCOME	$ 294,039	$ 178,733	$ 115,306	$ 211,046	$ 82,992	
SUITE REVENUE	$ 13,660	$ 8,330	$ 5,330	$ 5,330	$ 8,330	Individual suite rentals and additional event sponsorship revenue
SURCHARGE/FACILITY FEE	$ 216,420	$ 225,680	$ (9,260)	$ 238,935	$ (22,515)	Decrease due to less tickets being sold
TICKET CONVENIENCE FEES	$ 181,769	$ 190,494	$ (8,725)	$ 209,285	$ (27,516)	
TOTAL REVENUE	$ 411,849	$ 424,504	$ (12,655)	$ 453,551	$ (41,702)	
ANCILLARY INCOME						
CONCESSION COMMISSIONS	$ 574,612	$ 532,294	$ 42,318	$ 638,807	$ (64,195)	Increase due to achievable percaps and refinement of operations
NOVELTY INCOME	$ 28,479	$ 37,936	$ (9,457)	$ 24,385	$ 4,094	Merch heavy shows were booked this past year (Jojo Siwa),working to
TOTAL ANCILLARY INCOME	$ 603,090	$ 570,230	$ 32,860	$ 663,191	$ (60,101)	get it rebooked in new FY
EVENT OPERATING INCOME	$ 1,308,978	$ 1,173,467	$ 135,511	$ 1,327,788	$ (18,810)	
OTHER INCOME						
ADVERTISING SPONSORS	$ 335,878	$ 330,250	$ 5,628	$ 334,991	$ 887	
NAMING RIGHTS	$ 188,125	$ 188,125	$ -	$ 188,125	$ -	Year seven of ten year contract
LUXURY SUITES/LOGES	$ 82,770	$ 81,946	$ 824	$ 103,463	$ (20,693)	Projecting 4 suites sold in 2020 - other two are rented out during events
CLUB SEATS	$ 31,448	$ 27,823	$ 3,625	$ 31,448	$ (1)	New PSL's are BIW and Aroma Joes
OTHER RENTALS/MISC INCOME	$ 67,000	$ 71,189	$ (4,189)	$ 80,500	$ (13,500)	High school Ice rentals and Ticketmaster volume rebates
TOTAL OTHER INCOME	$ 705,221	$ 699,333	$ 5,888	$ 738,527	$ (33,306)	
INDIRECT EXPENSES	$ 2,393,908	$ 2,264,608	$ 129,300	$ 2,451,473	$ (57,565)	2.5% COL for full-time staff. 100% Incentive comp budgeted for 20-21
NET OPERATING INCOME (DEFICIT)	**$ (379,709)**	**$ (391,808)**	**$ 12,099**	**$ (385,158)**	**$ 5,449**	

Cross Insurance Arena
Summary of Event Income Budget 2020-21

	Budget FY 2020 - 2021	Projected 2019-20	Variance	Budget # of Events	rojected 2019-20 umber of Even	Variance	Notes
Hockey Post-Season	$0	$0	$0	0	0	0	
Hockey Reg-Season BUDGETED	$288,052	$293,205	($5,153)	36	36	0	Numbers are what we forecasted throught the rest of the season,
	$0	$0	$0	0	0	0	'did not finish last 3 games of the season.
College Hockey ACTUAL	$38,442	$37,418	$1,024	1	1	0	Friday night play instead of noon start on Saturday
High School Sports ACTUAL	$92,681	$74,498	$18,183	6	5	1	Numbers increase due to additional day of play
WWE BUDGETED	$41,906	$0	$41,906	1	0	1	WWE cancelled due to talent
Disney Shows (Feld) ACTUAL	$97,502	$97,389	$113	7	7	0	
Sesame Street BUDGETED	$39,578	$36,196	$3,382	4	4	0	
XIIR Ice Racing ACTUAL	$11,623	$9,694	$1,929	1	1	0	Snow event hurt attendance in 2019 and 2020, first year netted 19k
Paw Patrol BUDGETED	$53,430	$0	$53,430	4	0	4	Paw Patrol kids shows returning in 2020-21 fiscal year
Marshwood Wrestling ACTUAL	$17,463	$17,300	$162	1	1	0	
Monster X ACTUAL	$19,287	$30,471	($11,184)	3	3	0	
Globetrotters ACTUAL	$36,266	$36,219	$47	1	1	0	Double play with Mariners
Major Concerts ACTUAL	$118,733	$49,257	$69,476	2	1	1	Splitting concerts into three catergories this year
Minor BUDGETED	$142,312	$161,198	($18,886)	3	9		Additional concerts are reschedules from this past year
WFC BUDGETED	$121,892	-	-	4	0	4	
PBR/Rodeo/Horses - ACTUAL	$33,604	$33,139	$465	2	2	0	
Conventions/Trade Shows - SPLIT	$63,542	$60,421	$3,120	8	9	(1)	
Religious - BUDGET	$5,505	$0	$5,505	3	3	0	
Graduations - BUDGET	$59,753	$58,805	$948	8	8	0	
Banquets/Meetings - BUDGET	$5,875	$2,719	$3,156	3	1	2	
Community/Charity - BUDGET	$5,914	$5,748	$166	2	1	1	Strive event
Other/Misc. - BUDGET	$15,620	$0	$15,620	1	0	1	
Cirque Du Soleil	$0	$171,807	($171,807)	0	7	(7)	No Cirque Du Soleil event projected for 2020-21
Total Event Budget	**$1,308,978**	**$1,175,484**	**$11,602**	**101**	**100**	**7**	
2018-19 Actual		$1,245,505					
2015-16 Actual (Hockey)		$1,367,098					

CROSS INSURANCE ARENA
INDIRECT EXPENSES BUDGET
FISCAL YEAR 2021
JULY-JUNE

	BUDGET FY 2020-21	ACTUAL PROJECTED 2019-20	VARIANCE	BUDGET FY 2019-20	BUDGET VARIANCE	Notes
EXECUTIVE	198,768	164,288	34,480	196,695	2,073	1.5 FTE's for full year in 2020-21
MARKETING/GROUP SALES	150,001	135,629	14,372	146,515	3,486	2 FTE's for full year in 2020-21
FINANCE	276,319	246,020	30,299	283,465	(7,145)	2 FTE's for full year in 2020-21
BOX OFFICE	187,600	171,136	16,464	186,091	1,509	2 FTE's for full year in 2020-21
OPERATIONS	459,473	450,824	8,649	461,807	(2,334)	3 FTE's for full year in 2020-21
EVENT SERVICES	202,076	193,873	8,203	237,137	(35,061)	2 FTE's for full year in 2020-21
FOOD AND BEVERAGE	280,661	257,233	23,428	293,558	(12,896)	2 FTE's for full year in 2020-21
CORPORATE SALES	6,000	3,976	2,024	5,500	500	Contractual allowance of 10k from client
OVERHEAD	633,009	641,629	(8,620)	640,704	(7,695)	Electrical rate savings in 2020-21
TOTAL INDIRECT EXPENSES	**$2,393,908**	**$2,264,608**	**$129,300**	**$2,451,473**	**($57,565)**	

CROSS INSURANCE ARENA
EXECUTIVE
FISCAL YEAR 2021

	BUDGET FY 2020-21	ACTUAL PROJECTED 2019-20	VARIANCE	BUDGET FY 2019-20	BUDGET VARIANCE	COMMENTS
SALARIES ADMINISTRATIVE	136,081	132,867	3,214	130,670	5,411	1.5 FTEs
EMPLOYEE INCENTIVE COMP	23,216	(6,284)	29,500	22,650	566	Budgeted for in case of achievement
PAYROLL TAXES	11,698	10,629	1,069	11,452	247	
TRAVEL & ENTERTAINMENT	5,000	5,000	0	6,000	(1,000)	Corporate Support
MEETINGS/CONVENTIONS/TRAINING	2,000	3,900	(1,900)	5,000	(3,000)	Meetings/Conventions
DUES & SUBSCRIPTIONS	1,700	1,595	105	2,050	(350)	Chamber and CVB Memberships
CUSTOMER RELATIONS	250	250	0	250	0	
TELEPHONE	0	979	(979)	660	(660)	Cell phone
EMPLOYEE BENEFITS	18,822	15,352	3,470	17,963	859	1.5 FTEs
TOTAL EXECUTIVE EXPENSE	**$198,768**	**$164,288**	**$34,480**	**$196,695**	**$2,073**	

CROSS INSURANCE ARENA
EXECUTIVE
FISCAL YEAR 2021

ACCOUNT TITLE	GL #	ACCOUNT DESCRIPTION	ITEMIZED EXPENDITURES	AMOUNT	BUDGET
SALARIES ADMINISTRATIVE					
	5090-5910-100	SALARIES OF ADMINISTRATIVE STAFF	GM	116,081	
	5090-6030-100		Admin Asst (PTE)	20,000	
					136,081
EMPLOYEE INCENTIVE COMP					
	5090-6000-100		Annual Incentive Compensation		
					23,216
PAYROLL TAXES					
	5110-5460-100	EMPLOYER PAYROLL TAXES	ss		
			medicare		
			ME Unemployment Tax		
			Futa		
					11,698
TRAVEL & ENTERTAINMENT					
	5130-6180-100	TRAVEL	Corporate support	4,000	
			RVP Trips		
		ENTERTAINMENT			
			Meals & Entertainment	1,000	
					5,000
MEETINGS/CONVENTIONS/TRAINING					
	5140-6860-100	CONFERENCES & SEMINARS			
			Pollstar	-	
			IEBA	2,000	
				-	
			Global GM Conference	-	
					2,000
DUES & SUBSCRIPTIONS					
	5250-6880-100	SUBSCRIPTIONS			
		DUES & MEMBERSHIPS	Chamber of Commerce	450	
			CVB	1,150	
			Local	100	
					1,700
CUSTOMER RELATONS					
	5250-7340-100	Gift for Customer Relations	Gifts, Misc	250	
					250
PRINTING					
	5250-6970-100	MISCELLANEOUS PRINTING COSTS	MEMO PADS, BUSINESS CARDS, ETC	-	
					0
POSTAGE					
	5250-6980-100	POSTAGE UTILIZED BY STAFF	FED EX	0	
			FIRST CLASS MAIL	0	
					0
TELEPHONE					
	5250-7020-100		OFFICE PHONE, CELL PHONE	0	
					0
EMPLOYEE BENEFITS					
	5100-6060-100	HEALTH/LIFE/DENTAL INSURANCE & 401K	Medical		
			Dental		
			Vision		
			Life		
			AD&D		
			LTD		
	5110-1130-100		401-K	7,965	
			HMS		
			ESPP (Stock Option)		
				10,857	18,822
TOTAL EXECUTIVE EXPENSE					**$198,768**

CROSS INSURANCE ARENA
MARKETING/GROUP SALES
FISCAL YEAR 2021

	BUDGET FY 2020-21	ACTUAL PROJECTED 2019-20	VARIANCE	BUDGET FY 2019-20	BUDGET VARIANCE	COMMENTS
SALARIES ADMINISTRATIVE	93,662	90,633	3,029	91,378	2,285	2 FTEs
EMPLOYEE INCENTIVE COMP	5,302	(1,553)	6,855	5,173	129	Budgeted at 100%
PAYROLL TAXES	8,372	8,435	(63)	8,188	185	2 FTEs
TRAVEL & ENTERTAINMENT	700	700	-	700	-	Annual conference for 2 FTE's
MEETINGS/CONVENTIONS/TRAINING	5,000	4,300	700	4,300	700	Annual conference for 2 FTE's
DUES & SUBSCRIPTIONS	2,900	2,598	302	3,100	(200)	Salesforce, Pollstar, etc.
CUSTOMER RELATIONS (MARKETING)	750	250	500	1,500	(750)	
CUSTOMER RELATIONS (GROUP SALES)	150	-	150	250	(100)	
INSTITUTIONAL ADVERTISING	7,500	7,500	-	7,500	-	Interior signage, web hosting, and promotions
PRINTING	1,020	408	612	1,020	-	Brochures/Signage/Adobe
EMPLOYEE BENEFITS	24,644	22,358	2,286	23,407	1,237	2 FTEs
					-	
TOTAL MARKETING EXPENSE/(INCOME)	**$150,001**	**$135,629**	**$14,372**	**$146,515**	**$3,486**	

CROSS INSURANCE ARENA
MARKETING/GROUP SALES
FISCAL YEAR 2021

Marketing Dept. # 210
Group Sales Dept # 245

ACCOUNT TITLE	GL #	ACCOUNT DESCRIPTION	ITEMIZED EXPENDITURES	AMOUNT	BUDGET
SALARIES ADMINISTRATIVE	5090-5910-210	SALARIES OF ADMINISTRATIVE STAFF			
			Director of Marketing		
	5090-5910-245		Sales Manager- Groups		
					93,662
EMPLOYEE INCENTIVE COMP					
	5090-6000-210		Annual Incentive Compensation		
					5,302
PAYROLL TAXES					
	5110-5460-210	EMPLOYER PAYROLL TAXES	SS		
			Medicare		
	5110-5460-245		ME Unemployment Tax		
			FUTA		
					8,372
TRAVEL & ENTERTAINMENT					
	5130-6180-210	ENTERTAINMENT & MILEAGE			
			Marketing Staff Meetings	200	
			Entertainment	200	
			Poster/Flyer/Ticket Mileage	300	
					700
MEETINGS/CONVENTIONS/TRAINING					
	5130-6180-210	CONFERENCES & SEMINARS ATTENI	Regional Conferences (2 per year) Hotel and Air	1,450	
	5130-6860-210		Spectra Training/Visitors	250	
	5140-6860-100		Spectra Marketing Annual Conference Hotel and Al	3,000	
			Local Conferences/Meetings	300	
					5,000
DUES & SUBSCRIPTIONS					
	5250-6880-210	MEMBERSHIP DUES & PUBLICATIONS BY STAFF	Pollstar	900	
			Venues Today	-	
			Salesforce Software	2,000	
					2,900
PRINTING					
	5250-7000-210	MISCELLANEOUS PRINTING COSTS	Flyers for Rentals	100	
			Genral information brochures	100	
	5250-7000-245		Banners/Signs	300	
			Annual Report	100	
			Photoshop CS6	420	
					1,020
CUSTOMER RELATIONS-MARKETING					
	5250-7340-210	CLIENT & CUSTOMER RELATIONS	Promotional Items (Pens, Artist Gifts, Plaques)	250	
			Tenant Event Tabling, Full-time staff uniforms	500	
					750
CUSTOMER RELATIONS-GROUP SALES					
	5250-7340-245	GROUP SALES CLIENT RELATIONS	Iitems to promote Group Sales	150	
					150
INSTITUTIONAL/EVENT ADVERTISING					
		ADVERTISING NON RELATED TO EVE			
	5180-6600-210		Concert Venue Directory	1,500	
			Web Hosting	1,300	
			Venue Advertisements - Interior Signage	2,300	
			Venue Advertisements - Promotions at other local e	2,000	
			Survey Monkey	400	7,500
EMPLOYEE BENEFITS					
		HEALTH/LIFE/DENTAL INSURANCE &	Medical		
			Dental		
	5100-6060-210		Vision		
			Life		
	5100-6060-245		AD&D		
			LTD		
	5110-1130-210		401k		4,948
	5110-1130-245				
					19,696
TOTAL MARKETING EXPENSE					**$150,001**

CROSS INSURANCE ARENA
FINANCE AND INFORMATION TECHNOLOGY
FISCAL YEAR 2021

	BUDGET FY 2020-21	ACTUAL PROJECTED 2019-20	VARIANCE	BUDGET FY 2019-20	BUDGET VARIANCE	COMMENTS
SALARIES ADMINISTRATIVE	161,877	158,162	3,715	158,179	3,699	2 FTEs
EMPLOYEE INCENTIVE COMP	10,909	(3,210)	14,119	10,643	266	
PAYROLL TAXES	13,834	12,935	899	13,712	122	
CORPORATE SUPPORT	500	-	500	1,500	(1,000)	Travel and training
MEETINGS/CONVENTIONS/TRAINING/	2,800	2,800	0	2,800	0	IAVM, Finance, HR training
EMPLOYEE BENEFITS	33,649	27,258	6,391	44,131	(10,482)	2 FTEs
RECRUITING EXPENSES	1,750	1,025	725	3,250	(1,500)	CSS
PAYROLL PROCESSING AND IT SUPPORT	51,000	47,050	3,950	49,250	1,750	ADP, Cloud Computing, Accting & Local Support
TOTAL FINANCE EXPENSE	**$276,319**	**$246,020**	**$30,299**	**$283,465**	**($7,145)**	

CROSS INSURANCE ARENA
FINANCE AND INFORMATION TECHNOLOGY
FISCAL YEAR 2021

ACCOUNT TITLE	GL #	ACCOUNT DESCRIPTION	ITEMIZED EXPENDITURES	AMOUNT	BUDGET
SALARIES ADMINISTRATIVE	5090-5910-130	SALARIES	Director of Finance Staff Accountant/HR (PTE)	-	161,877
EMPLOYEE INCENTIVE COMP	5090-6000-130	EMPLOYEE INCENTIVE	Annual Incentive Compensation		10,909
PAYROLL TAXES	5110-5460-130	EMPLOYER PAYROLL TAXES	SS MEDICARE ME Unemployment Tax FUTA		13,834
CORPORATE SUPPORT	5130-6180-130	TRAVEL & HOTEL	Travel Expenses for Corporate staff	500	500
MEETINGS/CONVENTIONS/TRAINING/ DUES	5140-6860-130	CONFERENCES & SEMINARS	Annual Conference Misc Finance/Payroll Workshops Memberships and Dues	1,500 500 800	2,800
RECRUITING EXPENSES	5250-6800-130	CSS BACKGROUND CHECKS	Background checks for new hires	1,750	1,750
PAYROLL PROCESSING AND IT SUPPORT	5190-6670-130	SOFTWARE COSTS	Cost of Using Payroll services Annual W2 Form Processing Fee LLB Group Phone Support Corp IT Support Network Accounts (Citrix) MAS Office 360 Cloud Service Local IT Support	34,000 1,500 800 5,000 - 3,000 4,200 2,500	51,000
EMPLOYEE BENEFITS	5100-6060-130	HEALTH/LIFE/DENTAL INSURANCE & 4	Medical Dental Vision Life AD&D LTD		
	5110-1130-130		401-K Company Match ESPP (Stock option) HMS		8,639 25,010
TOTAL FINANCE EXPENSE					**$276,319**

CROSS INSURANCE ARENA
BOX OFFICE
FISCAL YEAR 2021

	BUDGET FY 2020-21	ACTUAL PROJECTED 2019-20	VARIANCE	BUDGET FY 2019-20	BUDGET VARIANCE	COMMENTS
SALARIES ADMINISTRATIVE	116,066	113,410	2,656	113,235	2,830	Two FTEs
EMPLOYEE INCENTIVE COMP	6,734	2,020	4,714	6,570	164	Acrued 100% for 2019 and 2020 - Achieved only 35
PART TIME WAGES	8,000	7,275	725	15,000	(7,000)	Non event day labor
PAYROLL TAXES	12,896	11,852	1,044	9,967	2,929	Full & part-time taxes
SUPPLIES	1,000	-	1,000	-	1,000	Signage, chairs, speakers, etc.
MEETINGS/CONVENTIONS/TRAINING	2,000	2,000	0	2,000	0	Annual conference
CREDIT CARD FEES	2,000	2,090	(90)	2,000	0	Fees not allocated to events
ARMORED CAR	2,250	2,005	245	2,750	(500)	More deliveries and pick ups in 2020-21
PRINTING	500	-	500	500	0	Order forms, envelopes
EMPLOYEE BENEFITS	36,155	30,484	5,671	34,070	2,085	Two FTEs (Health, Dental,401K, Disability)
TOTAL BOX OFFICE EXPENSE	$187,600	171,136	$16,464	$186,091	$1,509	

CROSS INSURANCE ARENA
BOX OFFICE
FISCAL YEAR 2021

ACCOUNT TITLE	GL #	ACCOUNT DESCRIPTION	ITEMIZED EXPENDITURES	AMOUNT	BUDGET
SALARIES ADMINISTRATIVE	5090-5910-430	SALARIES	Box Office Manager Box Office Assistant Manager		116,066
EMPLOYEE INCENTIVE COMP	5090-6000-430	EMPLOYEE INCENTIVE	Annual Incentive Compensation		6,734
PART TIME WAGES	5090-6030-430	PT BOX OFFICE LABOR	Wages Taxes	30,000	30,000
PAYROLL ALLOCATED TO EVENTS	5090-7290-430		Labor and tax costs allocated to events	(22,000)	(22,000)
PAYROLL TAXES	5110-5460-430	EMPLOYER PAYROLL TAXES	SS MEDICARE PA Unemployment Tax FUTA Part-time	 10,196 2,700	12,896
SUPPLIES	5250-7090-430	SUPPLIES	New chairs, signage, printers	1,000	1,000
MEETINGS/CONVENTIONS/TRAINING	5140-6860-430	CONFERENCES & SEMINARS ATTENDED BY STAFF	PacNet or Marketing Conference (Manager) Local/web based trainings	1,500 500	2,000
ARMORED CAR	5250-6750-430	ARMORED CAR SERVICES-LOOMIS	Pick-up of deposits & delivery of cash	2,250	2,250
CREDIT CARD FEES	5250-7120-430	CREDIT CARD PROCESSING FEES	Credit card fees not charged back to events	2,000	2,000
POSTAGE	5250-6980-430	POSTAGE UTILIZED BY STAFF	FEDERAL EXPRESS Tickets for suites & club seat holders Ticket mailing charges (SEE OTHER INCOME)	0	0
PRINTING	5250-7000-430	MISCELLANEOUS PRINTING COSTS	Phone Order Forms and envelopes	500	500
EMPLOYEE BENEFITS	5100-6060-430	HEALTH/LIFE/DENTAL INSURANCE & 401K	Medical Dental Vision Life AD&D LTD		
	5110-1130-430		401k ESPP (Stock option) HMS		6,140 30,015
TOTAL BOX OFFICE EXPENSE					**$187,600**

CROSS INSURANCE ARENA
OPERATIONS
FISCAL YEAR 2021

	BUDGET FY 2020-21	ACTUAL PROJECTED 2019-20	VARIANCE	BUDGET FY 2019-20	BUDGET VARIANCE	COMMENTS
SALARIES ADMINISTRATIVE	179,888	175,781	4,107	174,725	5,163	Three full-time equivalents for full year
WAGES - PART TIME	110,000	105,075	4,925	100,000	10,000	Building Custodial and event services.
EMPLOYEE INCENTIVE COMP	7,931	(5,009)	12,940	7,738	193	
PAYROLL TAXES	26,571	24,570	2,001	27,161	(590)	Full & part-time taxes
STAFFING BILL BACKS	(60,000)	(49,382)	(10,618)	(60,000)	0	Labor costs charged back to events
MEETINGS/CONVENTIONS/TRAINING	-	1,350	(1,350)	1,400	(1,400)	Annual conference
DUES AND SUBSCRIPTIONS	250	250	0	250	0	
UNIFORMS & LAUNDRY	650	640	10	950	(300)	
ICE/HOCKEY EXPENSES	35,000	38,575	(3,575)	24,500	10,500	Ice machinery, zamboni, and hockey related maintenance
REPAIRS AND MAINTENANCE	35,000	32,673	2,327	50,000	(15,000)	Repairs increasing with time since renovation six years ago
LICENSES AND PERMITS	2,150	2,043	107	2,125	25	
BUILDING SUPPLIES	15,000	15,000	0	12,500	2,500	Tools, equipment, electrical supplies
JANITORIAL	10,500	11,700	(1,200)	8,500	2,000	Bathroom and cleaning supplies
CONTRACTUAL SERVICES	28,607	35,306	(6,699)	50,820	(22,213)	Elevator Maintenance/Forklift and other lift rentals for Mte.
TRASH REMOVAL	12,500	12,026	474	12,000	500	Compactor service
TELEPHONE	0	620	(620)	1,140	(1,140)	Cell phones
EMPLOYEE BENEFITS	55,427	49,606	5,821	47,999	7,428	Three full-time equivalents for full year
TOTAL OPERATIONS EXPENSE	$459,473	$450,824	$8,649	$461,807	($2,334)	

CROSS INSURANCE ARENA
OPERATIONS
FISCAL YEAR 2021

ACCOUNT TITLE	GL #	ACCOUNT DESCRIPTION	ITEMIZED EXPENDITURES	AMOUNT	BUDGET
SALARIES ADMINISTRATIVE	5090-5910-330	SALARIES OF ADMINISTRATIVE STAFF	Director of Operations Operations Manager Operations Assistant		179,888
EMPLOYEE INCENTIVE COMP	6003-085-00		Annual Incenlive Compensation		7,931
PART TIME	5090-6030-330		Part-Time Event Labor	110,000	110,000
STAFFING BILL BACKS	5090-7290-330		Part-time Labor Charged back to events	(60,000)	(60,000)
PAYROLL TAXES	5110-5460-330	EMPLOYER PAYROLL TAXES FOR ENTIRE STAFF Full - Time and Part-time	SS Medicare Unemployment Tax FUTA		26,571
REPAIRS AND MAINTENANCE		BUILDING REPAIRS & MAINTENANCE			
	5210-4750-330		Repairs	15,000	
	5210-6745-330		Maintenance	20,000	35,000
ICE/HOCKEY EXPENSE	5250-6780-330	SERVICE AGREEMENTS	Ice Maintenance - AAA Energy	27,000	
			Zamboni Expense	2,000	
	5210-6745-330		Ice Paint (Jet Ice White and Lines)	6,000	
			Hockey Specific		35,000
BUILDING SUPPLIES	5250-7090-330	BUILDING SUPPLIES	General Building Supplies Tools, nails, etc.	15,000	15,000
JANITORIAL	5250-6730-330	NON-EVENT RELATED SERVICES & SUPPLIES	Janitorial Service (non event) Maine Paper	10,500	10,500
UNIFORMS & LAUNDRY	5250-7070-330	UNIFORMS PART-TIME STAFF	Operations Department Shirts/Hats/Jackets	650	650
TRASH REMOVAL	5250-7280-330		Waste - Compactor	12,500	12,500
CONTRACTUAL SERVICES	5250-6790-330	PEST CONTROL SERVICES FOR BLDG	Exderminating contract	2,000	
	5250-7320-330		Snow Removal	1,500	
	5210-7240-330		Elevator Maintenance	15,000	
	5210-7240-330		Forklift Rental	5,107	
	5210-7240-330		Other Lift Rental	5,000	28,607
DUES AND SUPSCRIPTIONS	5250-6880-330	MEMBERSHIP		250	250
MEETINGS/CONVENTIONS/TRA	5140-6860-330	CONFERENCES ATTENDED BY STAFF	Travel and Hotel	-	0
TELEPHONE	5250-7020-330	TELEPHONE SERVICE	Cell Phones Replacement Phones	0	0
INSPECTIONS,LICENSES AND PERMITS			Elevators and Escalators	950	
	5210-6745-330		Inspections	1,200	2,150
EMPLOYEE BENEFITS	5100-6060-330	HEALTH/LIFE/DENTAL INSURANCE & 401K	Medical Dental Vision Life AD&D LTD		
	5110-1130-330		401-K ESPP (Stock Option) HMS	9,391	
				46,036	55,427
TOTAL FACILITY OPERATIONS					459,473

CROSS INSURANCE ARENA
EVENT SERVICES
FISCAL YEAR 2021

	BUDGET FY 2020-21	ACTUAL PROJECTED 2019-20	VARIANCE	BUDGET FY 2019-20	BUDGET VARIANCE	COMMENTS
SALARIES ADMINISTRATIVE	114,584	111,210	3,374	108,789	5,795	Two FTEs
EMPLOYEE INCENTIVE COMP	7,256	(2,174)	9,430	6,729	527	
WAGES - PART TIME	575,000	582,000	(7,000)	555,000	20,000	Part-time event and security staffing wages
PAYROLL TAXES	61,872	59,580	2,292	59,589	2,284	Full & part-time taxes
PAYROLL BILLED TO EVENTS	(614,000)	(600,000)	(14,000)	(550,000)	(64,000)	Part-time staffing costs billed back to events
MEETINGS/CONVENTIONS/TRAINING	3,150	3,000	150	3,650	(500)	Annual conference/ staff trainings
DUES & SUBSCRIPTIONS	7,150	2,750	4,400	3,000	4,150	Event Booking, CAD software
UNIFORMS & LAUNDRY	2,000	2,000	0	2,000	0	Part-time shirts and jackets
ARENA SECURITY SYSTEMS	3,500	850	2,650	12,500	(9,000)	Contracted monitoring and maintenance
SUPPLIES/SERVICES	7,500	12,212	(4,712)	7,500	0	Access control, video board, and metal detector maintenance
TELEPHONE	1,345	1,345	0	1,075	270	Cell phones
EMPLOYEE BENEFITS	32,719	21,100	11,619	27,306	5,414	Two FTEs for full year in 2020-21
TOTAL EVENT SERVICES EXPENSE	**$202,076**	**$193,873**	**$8,203**	**$237,137**	**($35,061)**	

CROSS INSURANCE ARENA
EVENT SERVICES
FISCAL YEAR 2021

ACCOUNT TITLE	GL #	ACCOUNT DESCRIPTION	ITEMIZED EXPENDITURES	AMOUNT	BUDGET
SALARIES ADMINISTRATIVE					
	5090-5910-160	SALARIES OF ADMINISTRATIVE STAFF			
			Director of Events		
			Event Manager		
					114,584
EMPLOYEE INCENTIVE COMP					
	5090-5450-160				
					7,256
SALARIES PART TIME					
	5090-6030-160	Part-Time Event Labor - Not Charged to Events			
			Part-Time Event Labor - Charged to Events	575,000	
ALLOCATED TO EVENTS	5090-7290-160		Part-Time Event Labor - Charged to Events	(570,000)	
			PR Taxes Charged to events	(44,000)	(39,000)
PAYROLL TAXES			SS		
	5110-5460-160	EMPLOYER PAYROLL TAXES FOR ENTIRE ST	Medicare		
			ME Unemployment Tax		
			FUTA		
		Full-time		10,122	
		Part-time		51,750	
					61,872
UNIFORMS & LAUNDRY			Uniforms (Event, Security & Parking Staff)	2,000	
	5250-7070-160	UNIFORMS PART-TIME STAFF	Jackets		
			Laundry		
					2,000
MEETINGS/CONVENTIONS/TRAININ		CONFERENCES ATTENDED BY STAFF			
	5140-6860-160		Crowd Management Training	2,000	
			HYD Annual Training for PT staff	1,000	
			Meals w/promoters	150	3,150
DUES & SUBSCRIPTIONS	5250-6880-160	DUES & SUBSCRIPTIONS			
			Event Boooking	4,000	
			CAD	750	
			Voila	2,400	7,150
TELEPHONE	5250-7020-160	TELEPHONE SERVICE	Cell Phones	1,345	
					1,345
SUPPLIES/SERVICES	5250-7090-160	EVENT SUPPLIES/SERVICES	Flashlights and other Supplies	7,500	
			Metal Detectors Maintenance		
			Radio Repair		
5250-7090-160			Video Board Maintenance		
			Medical Room Oxygen and Supplies		7,500
ARENA SECURITY SYSTEMS					
	5250-5870-160		Surveillance, monitoring, access control,	3,500	
			fire suppression, etc. Camera & Metal detector		
			maintenance		3,500
EMPLOYEE BENEFITS					
	5100-6060-160	HEALTH/LIFE/DENTAL INSURANCE & 401K	Medical		
			Dental		
			Vision		
			Life		
			AD&D		
			LTD		
	5110-1130-160		401K		6,092
					26,627
TOTAL EVENT SERVICES					**202,076**

CROSS INSURANCE ARENA
CORPORATE SALES & PREMIUM SERVICES
FISCAL YEAR 2021

	BUDGET FY 2020-21	ACTUAL PROJECTED 2019-20	VARIANCE	BUDGET FY 2019-20	BUDGET VARIANCE	COMMENTS
SIGNAGE MAINTENANCE AND FULFILLMENT	3,500	2,159	1,341	750	2,750	Contract allows $10000 per year
CUSTOMER RELATIONS	2,250	1,525	725	4,500	(2,250)	New sign maintenance in 20-21.
PRINTING	250	292	(42)	250	0	
TELEPHONE	0	0	0	0	0	
TOTAL PREMIUM SERVICES EXPENSE	$6,000	$3,976	$2,024	$5,500	$500	Spectra Marketing

CROSS INSURANCE ARENA
CORPORATE SALES & PREMIUM SERVICES
FISCAL YEAR 2021

ACCOUNT TITLE	GL #	ACCOUNT DESCRIPTION	ITEMIZED EXPENDITURES	AMOUNT	BUDGET
SIGNAGE MAINTENANCE AND FULFILLMENT					
	5140-6860-22	HALL OF FAME ROOM AND SIGNAGE MAINTENANCE		3,500	
					3,500
CUSTOMER RELATIONS					
	5130-6180-22	CLIENT & CUSTOMER RELATIONS Includes Trade Sponsorships	Travel and meetings	2,250	
			Memorabilia/Installa Client Promotions		2,250
PRINTING					
	5250-7000-22	MISCELLANEOUS PRINTING COSTS		250	
					250
TOTAL CORP SALES/PREM SERV EXPENSE					**6,000**

CROSS INSURANCE ARENA
CORPORATE SALES/PREMIUM SERVICES INCOME
FISCAL YEAR 2021

	BUDGET FY 2020-21	ACTUAL PROJECTED 2019-20	VARIANCE	BUDGET FY 2019-20	BUDGET VARIANCE	COMMENTS
SUITES	82,770	81,946	824	103,463	(20,693)	Projecting 4 suites sold in 2020 - others are rented out during events
CLUB SEATS/PSL's	31,448	27,823	3,625	31,448	-	Two additional PSL's with BIW and Aroma Joes
NAMING RIGHTS	188,125	188,125	-	188,125	-	Year seven of ten year contract with Cross Financial Group
ADVERTISING SPONSORS	335.878	330.250	5,628	334.991	887	
TOTAL PREMIUM SERVICES INCOME	638,221	628,144	10,077	658,027	(19,806)	

CROSS INSURANCE ARENA
OTHER INCOME
FISCAL YEAR 2021

	BUDGET FY 2020-21					
MISCELLANEOUS	20,000	23,044	(3,044)	18,000	2,000	ATM Fees, contingent ticketing fees
OTHER RENTALS	35,000	35,725	(725)	43,000	(8,000)	High School and other ice rentals
FULLFILLMENT FEE INCOME	12,000	12,420	(420)	19,500	(7,500)	Ticketmaster mail order fees
TOTAL OTHER INCOME	67,000	71,189	(4,189)	80,500	(13,500)	
GRAND TOTAL OTHER INCOME	$705,221	$699,333	$5,888	$738,527	($33,306)	

CROSS INSURANCE ARENA
CORPORATE SALES/PREMIUM SERVICES INCOME
FISCAL YEAR 2021

ACCOUNT TITLE	MAS-100	ACCOUNT DESCRIPTION	ITEMIZED EXPENDITURES	AMOUNT	BUDGET
ADVERTISING					
	4210-3930-000	REVENUE EARNED ON ADVERTISING SPONSORS	Arena Share of Advertising/ Sponsorship	504,100	
			Less: Commission and Expenses	(109,390)	
			Less: Team Share Static Signage	(58,832)	
					335,878
NAMING RIGHTS					
	4210-3920-000	NAMING RIGHTS		215,000	
			Less Commissions and Expenses	(26,875)	
				-	
					188,125
TOWER SUITES					
	4220-4060-000	TOWER	4 X $35000	140,000	
			Less Ticket Revenue Due Tenants (48 Seats X $20	(34,560)	
			Less Commissions and Expenses	(22,670)	
				-	
					82,770
CLUB SEATS-PSL					
		PSL REVENUE	326 available		
	4220-4070-000	# OF CLUB SEAT LIC	Ticket Galaxy (40 X $168)	6,720	
		SHARE		31,500	
			Less Commissions and Expenses	(6,773)	
					31,448
OTHER RENTALS					
	4240-4110-000	OTHER REVENUE	Ice Rentals	35,000	
				-	
					35,000
FULLFILLMENT FEE INCOME					
	4280-4460-000	MAIL ORDER FEES	Ticketmaster	12,000	
		HANDLING FEES	Secondary Box office services		
					12,000
MISCELLANEOUS	4280-4680-000		ATM Fees	3,000	
			Ticketmaster Contingent Sales Revenue	16,000	
			Park Whiz	1,000	
					20,000
TOTAL OTHER INCOME					**$705,221**

CROSS INSURANCE ARENA
OVERHEAD BURDEN
FISCAL YEAR 2021

	BUDGET FY 2020-21	ACTUAL PROJECTED 2019-20	VARIANCE	BUDGET FY 2019-20	BUDGET VARIANCE	COMMENTS
CONTRACTED SERVICES	1,500	1,500	0	1,500	0	Consulting Services
AUTOMOBILE EXPENSES	1,500	1,500	0	750	750	Truck gas and maintenance
EQUIPMENT LEASE EXPENSE	10,200	10,200	0	10,200	0	BEU Copier Trade
POSTAGE	1,500	1,500	0	1,750	(250)	Annual postage
LICENCES	4,750		4,750	0	4,750	City of Portland, Sesac and BMI
OFFICE SUPPLIES	8,000	7,775	225	7,500	500	Paper, Ink, etc.
TELEPHONE/VIDEO SERVICES	40,400	40,400	0	40,400	0	Fairpoint and Spectrum services
INSURANCE EXPENSE	68,014	65,000	3,014	64,014	4,000	Additional Liability and Workers Comp expenses from higher wages in 20-21
PARKING	26,265	25,500	765	25,250	1,015	Full-Time employees, client Board, and VIP visitors
MANAGEMENT FEES	111,380	108,663	2,717	109,090	2,290	Assumes 2.5% CPI adjustment in 2020-21
UTILITIES	359,500	379,591	(20,091)	380,250	(20,750)	Electricity, Natural Gas, and Water, Sewage. Electrical rate reduction in 20-21.
TOTAL OVERHEAD BURDEN	**$633,009**	**$641,629**	**($8,620)**	**$640,704**	**($7,695)**	

CROSS INSURANCE ARENA
OVERHEAD BURDEN
FISCAL YEAR 2021

ACCOUNT TITLE	Account	ACCOUNT DESCRIPTION	ITEMIZED EXPENDITURES	AMOUNT	BUDGET
EQUIPMENT LEASE EXPENSE	5250-6740-440	RENTAL COSTS OF COPIERS, FAX DUPLICATOR, ETC.	Copiers/Fax with TRADE deal ($850 x 12)	10,200	10,200
POSTAGE	5250-6980-440	POSTAGE, OVERNIGHT DELIVERIE	First Class Mail (not charged to other departments)	1,500	1,500
LICENSES & PERMITS	5170-6490-440		City Entertainment License BMI/Sesac Licenses	2,450 2,300	4,750
PARKING	5250-6710-440		Staff Parking Board and guest validations	26,265	26,265
INSURANCE EXPENSE	5160-6460-440	COST OF INSURANCE POLICIES	LIABILITY General/Excess Liability (Term July - June) General Liability (Term: July-June) Professional Liability AUTO CRIME (Apr-Mar) WORKERS' COMPENSATION (JUL-JUN) Employment Practices Pollution Liability	 4,500 17,500 625 185 375 43,500 975 354	68,014
AUTOMOBILE-Gas/Maintenance	5250-7030-440	Repairs/Maintenance for Company Ve	Gas Repairs/Maintenance	250 1,250	1,500
CONTRACTED SERVICES	5150-6350-440		Professional Services	1,500	1,500
OFFICE SUPPLIES	5250-6970-440		General Office Supplies Copier/Fax Supplies Toner Paper supplies	 8,000	8,000
TELEPHONE/INTERNET/AV	5210-7020-440 MAE 5250-3880-440	 TELEPHONE EXPENSE VIDEO INTERNET	 Cost of telephones not charged to other dept. Video Services Building Internet	 13,000 8,400 19,000	40,400
UTILITIES	5200-2300-440	UTILITY COST FOR THE BUILDING	Electricity Water/Sewer Gas City of Portland Drainage Fees	236,000 23,000 95,500 6,000	359,500
MANAGEMENT FEE	5250-6960-440		Management Fee paid monthly:	111,380	111,380
TOTAL OVERHEAD					**$633,009**

CROSS INSURANCE ARENA
FOOD AND BEVERAGE
FISCAL YEAR 2021

	BUDGET FY 2020-21	ACTUAL PROJECTED 2019-20	VARIANCE	BUDGET FY 2019-20	BUDGET VARIANCE	COMMENTS
SALARIES ADMINISTRATIVE	112,562	110,042	2,520	109,817	2,746	Two Full Time Equivalent positions.
EMPLOYEE INCENTIVE COMP	7,156	(2,369)	9,525	6,982	175	Acrued 100% for 2019 and 2020 - Achieved only 35%
PART TIME WAGES	15,000	12,888	2,112	25,000	(10,000)	Non event related labor
PAYROLL TAXES	25,434	23,998	1,436	25,737	(302)	Full and part-time taxes
EMPLOYEE BENEFITS	51,598	45,281	6,317	49,723	1,875	Two Full Time Equivalent positions.
F&B OVERHEAD	68,910	67,393	1,517	76,300	(7,390)	POS System Maintenance and repairs, paper supplies, and credit card fees.
TOTAL FOOD AND BEVERAGE	**$280,661**	**$257,233**	**$23,428**	**$293,558**	**($12,896)**	

DEPT. # 420

CROSS INSURANCE ARENA
FOOD AND BEVERAGE
Fiscal Year 2020-21

ACCOUNT TITLE	ACCOUNT DESCRIPTION	ITEMIZED EXPENDITURES	AMOUNT	TOTAL
SALARIES				
5090-5910-420	ALL FULL-TIME EMPLOYEES SALARIES BOTH HOURLY AND SALARIED		112,562	
		TOTAL		112,562
EMPLOYEE INCENTIVE COMP				
	EMPLOYEE INCENTIVES	Annual Incentive Compensation	7,156	
				7,156
PART-TIME WAGES				
5090-5030-420	ALL PART-TIME EMPLOYEES SALARIES	P-T Wages - Concesssions	193,430	
		TOTAL		193,430
TEMPORARY LABOR (Non-Profits)				
5090-5160-420	TEMP LABOR SERVICES NOT FOR PROFIT GROUPS	Contracted Labor/NFP'S	25,000	
		TOTAL		25,000
ALLOCATION OF EVENT LABOR				
5090-7290-420	PART-TIME, TEMPORARY AND CONTRACT LABO USED FOR SPECIFIC EVENTS	PT Catering Allocation		
		PT Concessions Allocation	(203,430)	
		TOTAL		(203,430)
EMPLOYEE BENEFITS				
5100-6060-420	INCLUDES INSURANCE, EAP, HEALTH ADVOCATE, ESPP, 401K, FLEX SPENDING PLAN	EMPLOYEE BENEFITS		
		Health	41,708	
		Dental	2,180	
		Vision	424	
		Life Insurance	104	
		ADD& Vol	916	
		LTD	192	
		STD	89	
		SUB-TOTAL		45,612
5110-1130-420		401K CONTRIBUTIONS	5,986	
		SUB-TOTAL		5,986
		TOTAL		51,598
P/R TAXES				
5110-5460-420	FICA, MEDICARE, STATE UNEMPL, FED UNEMPL	FT Wages	9,960	
		PT wages	15,474	
		TOTAL		25,434
F&B OVERHEAD				
5190-6670-420	INDIRECT EXPENSES FOR F&B	Cash Register System Support	10,000	
5250-7120-420		Credit Card fees	23,000	
5250-6720-420		Paper Supplies	20,000	
5250-6880-420		Dues & Subscriptions	900	
5170-6490-420		Licenses & Permits	910	
5130-6180-420		Travel & Entertainment	100	
5140-6860-420		Training	500	
5140-6860-420		Meetings & Conferences	500	
5250-6800-420		Advertising (Personnel)	250	
5210-6745-420		Repair & Maintenance	5,000	
5250-3880-420		Telephone Expense	0	
5250-7070-420		Uniforms/Laundry	4,750	
5250-6810-420		Minor Equipment	3,000	
		TOTAL		68,910
	TOTAL FOOD & BEVERAGE EXPENSE			**$280,661**