

**DURHAM COUNTY MEMORIAL STADIUM AUTHORITY****Minutes of August 9, 2011 Meeting**

The Durham County Memorial Stadium Authority (the "Authority") convened at 12:00 noon on Tuesday, August 9, 2011, at the Durham County Court House (old) in Durham, North Carolina.

Members present included Chairman Tommy Hunt; Vice Chairman Willie Bradshaw; Dan Moushon; and the undersigned as Secretary. Also present were Motiryo Keambiroiro, Director of General Services (the "Director"); Reco A. Chavis, Stadium Manager; and Carol Hamlett, Deputy County Attorney. Also present was Bo Allen, Athletic Director at Northern High School, and Tynell Reid, a student at Hillside High School.

**Minutes of the Last Meeting.**

The minutes of the May 10, 2011 meeting were duly approved.

**Agenda Items.****Item #3: Year End Recap of Financial Status.**

The Stadium Manager directed attention to Attachment 2, attached hereto.

Attachment 2 reflects receipts from Donations, Concessions, Parking and Rental totaling \$112,514.79 for the year 7-1-2010 to 6-30-2011. The Chair expressed appreciation for the report which brought into focus revenues from all sources. It was pointed out that it would be helpful in the future to break down the concessions category into the approximate number of fans accounting for the revenues derived from a particular event.

**Item #4: Prices Charged for College/University Practice.**

Mr. Chavis noted that the Authority had heretofore approved a new facility fee of \$600 (for up to six hours) for college/university game day use, but had not fixed a fee for practice use. Following discussion, On Motion Duly Adopted a fee of \$300 per day per practice session was approved, expenses included, for monitoring and utility (lights for night practice).

**Item #5: Preview of 2011-2012 Concession RFP.**

Mr. Chavis stated that the RFP had not gone out to prospective bidders for the coming year, and subject to the selection of a successful concessionaire, we should select an interim party to fill the void.

Several possibilities were discussed including the staff of General Services, and Northern High School Boosters Club (the former concessionaire whose contract had expired).

It was the belief of the Authority that it made sense to go back to the Northern Boosters Club to determine if they were interested. Mr. Chavis was directed to immediately contact the Boosters Club to determine if they would be willing to handle the concessions at the Stadium for all events until the new concessionaire was in place. Mr. Chavis stated that he would do so and advise the members of the Stadium Authority. In the event the Boosters Club was willing to go forward in this regard, Mr. Chavis was authorized to proceed to contract with the Boosters Club for said interim period.

**Item #6: Public Use of the Stadium.**

Mr. Chavis introduced Tynell Reid, a student at Hillside High School, who was monitoring the public use of the stadium track on Thursdays between the hours of Noon and 2:30 PM.

**Item #7: Update of 2011-2012 Events and Schedule Approval.**

The Stadium manager presented Attachment 4 (attached hereto), Events Calendar for 2011-2012. The events listed were duly approved with the addition further events of which Mr. Chavis had just become aware and some of which had not gone to contract, as follows:

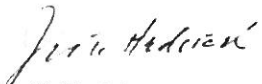
- (a) St. Augustine, September 3– No Conflict;
- (b) St Augustine, September 24 for 7:00 PM football game following use by Shaw University earlier in the afternoon;
- (c) St Augustine, October 8– not available unless they could use the stadium on October 7, or October 9;
- (d) October 29 was available on a first come, first serve basis;
- (e) September 10 is reserved for the Southern High School for a football game with Dunbar High School of Washington, DC. Although no contract had been entered into for this event, the game had been publicly advertised and Mr. Chavis felt a contract would soon be in place.

At this point the subject of parking fee for college/university events at the stadium was raised. On Motion Duly Adopted, a fee of \$5 per vehicle would be assessed at such events.

There being no further business, the meeting adjourned at 1:40 PM Tuesday, August 9, 2011.

The next meeting is set for November 8, 2011.

Respectfully submitted,

  
James T. Hedrick, Secretary

## ATTACHMENT "4"

Organization/Event	Price	Location	Date	Contract yes/no
1) Northern High Knights Varsity Football vs. Panther Creek Scrimmage	\$5.00	Stadium	August 10 <sup>th</sup> , 2011	Yes
2) Northern High Knights Varsity Football vs. Millbrook High			September 9 <sup>th</sup> , 2011	
3) Northern High Knights Varsity Football vs. Person High			September 16 <sup>th</sup> , 2011	
4) Northern High Knights Varsity Football vs. Riverside High			September 30 <sup>th</sup> , 2011	
5) Northern High Knights Varsity Football vs. Apex High			October 14 <sup>th</sup> , 2011	
6) Northern High Knights Varsity Football vs. Southern High			October 21 <sup>st</sup> , 2011	
7) Northern High Knights J.V.			Sept. 1 <sup>st</sup> , Sept. 22 <sup>nd</sup> , Oct. 6 <sup>th</sup> , Oct. 27 <sup>th</sup>	
Durham V.A. Medical Center (Bull City Stand) 2011)	Free	Stadium Parking Lot	November 1 <sup>st</sup> , 2011	Yes
Parks and Recreation- Parking Lot Use: Latino Festival	Free	Stadium Parking Lot	August 6 <sup>th</sup> , 2011	Yes
Battle of the Bands- (Asymmetrix Entertainment Inc.)	\$12	Stadium	October 2, 2011	Yes
1) Shaw University Bears vs. Elizabeth City State University		Stadium	September 24 <sup>th</sup> , 2011	Yes
2) Shaw University Bears vs. Livingstone College			October 1 <sup>st</sup> , 2011	
3) Shaw University Bears vs. Johnson C. Smith University			October 8 <sup>th</sup> , 2011	
4) Shaw University Bears vs. St. Augustine's College			November 5 <sup>th</sup> , 2011	
2011 CIAA Championship (Central Intercollegiate Athletic	\$20.00	Stadium	November 12 <sup>th</sup> , 2011	Yes
Kestrell Heights Football	\$5	Stadium	October 7 <sup>th</sup>	Yes
Southern High Spartans vs. Dunbar High School- (Elite Management, Inc.)	\$7-10	Stadium	September 10 <sup>th</sup> , 2011	Yes
St. Augustine's College		Stadium	Sept. 3 <sup>rd</sup> , Sept. 24 <sup>th</sup> , Oct. 22 <sup>nd</sup> , Oct. 29 <sup>th</sup>	Yes

## Durham Memorial Stadium - Revenue

Vendor	Donation	Concession	Parking	Rental		
Carolina Phoenix				\$1,299.75		
Chick FilA		\$278.18				
NC USATF				\$3,335.50		
Carolina Phoenix				\$84.50		
Durham Public Schools-Track Meet				\$1,997.95		
Durham Striders Track				\$335.00		
CIAA				\$3,635.56		
CIAA				\$6,471.64		
Carolina Phoenix				\$1,299.75		
Carolina Phoenix				\$150.00		
Fusion Lacrosse				\$1,020.66		
Shaw University				\$9,072.90		
Triangle Shrine Club				\$500.00		
Fusion Lacrosse				\$6,305.50		
Little River Community				\$5,000.00		
Carolina Phoenix				\$1,053.75		
Durham Academy				\$1,861.62		
Durham Public Schools		\$3,000.00		\$21,493.14		
Asymmetrix Ent. Inc				\$697.20		
Northern Booster Club		\$414.86				
Shaw University				\$2,020.20		
Northern Booster Club		\$262.64				
Mt Zion				\$1,844.00		
Durham Firebirds				\$2,210.20		
Durham Firebirds				\$1,999.85		
Shaw University				\$10,254.90		
Battle of Bands				\$1,053.75		
WTBFL				\$291.00		
Durham Firebirds				\$1,280.45		
General Services		\$858.00				
Durham Firebirds				\$1,880.44		
WTBFL				\$410.75		
CIAA				\$1,400.00		
CIAA				\$1,402.50		
TCP Panthers				\$554.05		
Grand Opening Donations	\$350.00					
Grand Opening Donations	\$500.00					
Museum				\$1,160.00		
Asymmetrix Ent. Inc				\$701.25		
Kestrel School				\$2,826.60		
Carolina Champs				\$2,053.75		
Museum				\$1,368.00		
CIAA- G.S. Staff Parking			\$5,025.00			
Eno Valley				\$1,500.00		
	\$850.00	\$4,813.68	\$5,025.00	\$101,826.11		\$112,514.79