

**SAN DIEGO CONVENTION CENTER CORPORATION  
BUDGET COMMITTEE MEETING  
OF THE BOARD OF DIRECTORS**

**Director Shawn VanDiver, Chair  
Director Carlos Cota  
Director Carol Kim**

**MONDAY, SEPTEMBER 18, 2023, 11:00 A.M.  
111 W. Harbor Drive, 2<sup>nd</sup> Floor, Executive Boardroom  
San Diego, California 92101**

**AGENDA**

**Telephone number for members of the public  
to observe, listen, and address the meeting telephonically:  
1(888) 251-2909 – Access code is 6724115#**

1. **Call to Order - Shawn VanDiver, Chair**
2. **Non-Agenda Public Comment:**  
This portion of the agenda provides an opportunity for members of the public to address the Board on items of interest within the jurisdiction of the Board that have not previously been before the Board. Pursuant to the Brown Act, no discussion or action shall be taken by the Board on items not posted on the agenda.
3. **Approval of Proposed Minutes of August 14, 2023, Committee Meeting**
4. **Chair's Report**
5. **Action Item(s):**
  - A. **Recommendation to Approve Change Order to Window Sealant Replacement Contract**
6. **Staff Updates:**
  - CFO
  - President & CEO
7. **Urgent non-agenda items** (must meet the requirements of Government Code, Section 54954.2)

## 8. **Budget Committee Comment** [Govt. Code §54954.2(a)(2)]

### **Adjournment**

This information is available in alternative formats upon request. To request an agenda in an alternative format, or to request a sign language or oral interpreter, or an Assistive Listening Device (“ALD”) for the meeting, please call Pat Evans at (619) 525-5131 at least five working days prior to the meeting to ensure availability.

In compliance with Government Code section 54957.5, non-exempt written material that is distributed to the Board prior to the meeting will be available at the meeting or it may be viewed in advance of the meeting at the corporation’s offices at 111 West Harbor Drive, San Diego, CA. Materials distributed to the board after the posting of this agenda also will be available online at [visitsandiego.com](http://visitsandiego.com). Please contact Pat Evans at (619)525-5131 or [pat.evans@visitsandiego.com](mailto:pat.evans@visitsandiego.com) if you would like to pick up a copy of any material related to an item on this agenda.

**Action items on this agenda may be consolidated for voting purposes into a single vote of the Board, to the extent they are routine or otherwise do not require further deliberation. A Board member may comment on an action item before it is voted upon as part of the consolidated vote; however, if a Board member wishes to discuss an action item, that item will not be included in the consolidated vote. If a member of the public wishes to comment upon an action item, they should so advise the Board chair at or before the public comment portion of the meeting, in which case that item will not be included in any consolidated vote.**

## Agenda Item 3

### MINUTES

#### SAN DIEGO CONVENTION CENTER CORPORATION BUDGET COMMITTEE OF THE BOARD OF DIRECTORS COMMITTEE MEETING OF AUGUST 14, 2023

**BOARD MEMBERS PRESENT:** Chair Shawn VanDiver and Directors Carlos Cota and Carol Kim

**BOARD MEMBERS ABSENT:**

**STAFF PRESENT:** Rip Rippetoe, Mardeen Mattix, Corey Albright, and Victoria Mitchell and Pat Evans (Recorder)

**ALSO PRESENT:** Jennifer Lyon, General Counsel

1. **Call to Order:** Chair VanDiver called the meeting to order at 11:00 a.m. in the Executive Conference Room of the San Diego Convention Center, 111 West Harbor Drive, San Diego, California.

Chair VanDiver announced that since this meeting is being conducted on site with an open line to the public, the first action is to perform a roll call to determine which Board members are present on this call:

Director VanDiver– Present  
Director Cota - Present  
Director Kim – Present

Chair VanDiver reported that all Directors were present, and that all votes would be recorded via roll-call vote.

2. **Non-Agenda Public Comment:** Chair VanDiver requested public comment regarding any non-agenda items. Hearing none, the meeting proceeded.
3. **Approval of Minutes of April 24, 2023, and June 21, 2023, Budget Committee Meetings:**

Chair VanDiver inquired if any member of the public wished to comment on Agenda Item 3. No members of the public responded to the request for comment.

**Directors Cota and VanDiver moved and seconded, respectively, to approve the minutes from the April 24, 2023, and June 21, 2023, meetings.**

**Director VanDiver– Aye  
Director Cota - Aye  
Director Kim – Abstained**

**Vote: Unanimous**

**AYES: 2                      NAYS: 0                      ABSTENTIONS: 1**

**4. Chair’s Report: None**

**5. Action Item(s): Chair VanDiver reported that Action Items 5.A and 5.B are consolidated into one memorandum and would be addressed as such.**

**A. Recommendation to Authorize Purchase of Kitchen Equipment  
B. Recommendation to Authorize Contract for Kitchen Construction**

Chair VanDiver called for a staff report regarding Agenda Items 5.A and 5.B. After staff submitted its reports, Chair VanDiver inquired if any member of the public wished to comment on Agenda Item 5.A and 5.B. No members of the public responded to the request for comment.

**After presentations by staff, Directors Cota and Kim moved and seconded, respectively, to recommend Authorizing Purchase of Kitchen Equipment and recommend Authorizing a Contract for Kitchen Construction.**

**Director VanDiver– Aye  
Director Cota - Aye  
Director Kim – Aye**

**Vote: Unanimous**

**AYES: 3                      NAYS: 0                      ABSTENTIONS: 0**

**C. Recommendation to Authorize Contract for Central Plant Design**

Chair VanDiver called for a staff report regarding this item. After staff submitted its report, Chair VanDiver inquired if any member of the public wished to comment on Agenda Item 5.C. No members of the public responded to the request for comment.

**After presentations by staff, Directors Kim and Cota moved and seconded, respectively, to recommend Authorizing a Contract for Central Plant Design.**

**Director VanDiver – Aye**

**Director Cota - Aye**  
**Director Kim – Aye**

**Vote: Unanimous**

**AYES: 3**

**NAYS: 0**

**ABSTENTIONS: 0**

**6. Staff Updates:**

**CFO:** Ms. Mattix reported the following:

- Ms. Mattix reported that the annual audit is close to being finalized with fieldwork starting this week.
- Ms. Mattix also reported that staff had originally anticipated using \$7.3 million of the Corporation’s reserves this year; however, none of the reserves were used and the Corporation broke even.
- The Corporation performed \$5.5 million better in revenue than budgeted and forecasted.
- The Corporation did not spend \$1 million budgeted for CIP projects as intended primarily because of a delay in projects, but those funds will be spent in 2024.
- Staff saved \$.6 million on operating expenses.
- Those are the items that comprise the \$7.3 million in reserves the Corporation did not end up spending.
- Staff will review its revenue models to determine if they can more accurately home in on what has changed post-COVID in order to finetune the budget going forward.

**President & CEO:** Mr. Rippetoe reported the following:

- Mr. Rippetoe reported that scheduled shows are doing well, having met, or exceeded expectations with attendance, customer service and impact on the community. The Corporation’s goal is to be the best at what we do and to make our competitors wish they were us.
- While attending the recent IAVM conference in July, Mr. Rippetoe found that San Diego is leading the average convention center in recovery by 20 to 25 percent.
- The quarterly Town Halls take place this Thursday and Board Directors are invited to attend one of the meetings at either 10:30 a.m., 3:30 p.m. or 11:00 p.m.
- In response to Director Cota’s inquiry, Mr. Rippetoe reported that the July Comic-Con event went very well despite the ongoing screen writers and actors strike in Hollywood. Attendance was strong and the number of event “activations” outside of the facility increased. Staff has a debrief with Comic-Con partners scheduled in three weeks and will provide further information after that event.

After submission of CFO and President & CEO reports, Chair VanDiver inquired if any member of the public wished to comment on Agenda Item 6. No members of the public responded to the request for comment.

7. **Urgent non-agenda items** (must meet the requirements of Government Code, Section 54954.2) — **None**
8. **Budget Committee Comment** [Govt. Code §54954.2(a)(2)]: **None**

There being no further business, the meeting adjourned at 11:26 p.m.

#### **CERTIFICATION**

I, Shawn VanDiver, Chair of the Budget Committee of the Board of the Directors of San Diego Convention Center Corporation, Inc., do hereby certify that the foregoing is a true and correct copy of the minutes of the business transacted by the Budget Committee of the Board of Directors of the San Diego Convention Center Corporation, Inc. at a duly noticed meeting held on August 14, 2023.

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Shawn VanDiver, Chair

