

December 18, 2008

**Harris County
Sports & Convention
Corporation**

One Reliant Park
Houston, TX
77054

832.667.1841
Fax 832.667.1410

Dr. Richard Raycraft
Harris County Budget Office
1001 Preston, Room #938
Houston, Texas 77002

RE: Harris County Sports & Convention Corporation
Fiscal Year 2009-2010 Budget Request

Dear Dr. Raycraft:

Enclosed for Commissioners Court consideration is the General & Administrative Budget for Fiscal Year 2009-2010 for Harris County Sports & Convention Corporation (HCSCC). This budget was approved by HCSCC's Board of Directors on December 17, 2008. This budget does not request funds from Harris County for general and administrative expenses, but includes a funding request from Harris County for the Reliant Park property insurance premium.

Thank you for your assistance regarding this matter. Please contact me if you have any questions or need additional information relative to the budget.

Sincerely,



Willie P. Loston
Executive Director

cc: Don Whitten - HCSCC
Tom C. Waggoner - HCSCC
File

**HARRIS COUNTY SPORTS & CONVENTION CORPORATION
STATEMENT OF GENERAL AND ADMINISTRATIVE EXPENDITURES**

Fiscal Year 2009-2010 Budget Summary

GENERAL AND ADMINISTRATIVE	PROPOSED BUDGET	1ST QUARTER March - May	2ND QUARTER June - Aug	3RD QUARTER Sept - Nov	4TH QUARTER Dec - Feb
Professional Fees					
Accounting Services	\$ 5,500.00	\$ 1,375.00	\$ 1,375.00	\$ 1,375.00	\$ 1,375.00
Legal Services	260,000.00	65,000.00	65,000.00	65,000.00	65,000.00
Fiscal Year End Audit	75,000.00	75,000.00	-	-	-
Development Consultant	10,000.00	2,500.00	2,500.00	2,500.00	2,500.00
	\$ 350,500.00	\$ 143,875.00	\$ 68,875.00	\$ 68,875.00	\$ 68,875.00
Staffing Expense					
Salary and Wages	\$ 621,249.12	\$ 155,312.28	\$ 155,312.28	\$ 155,312.28	\$ 155,312.28
Payroll Taxes	68,648.05	17,162.01	17,162.01	17,162.01	17,162.02
Benefits Package	159,944.59	39,986.15	39,986.15	39,986.15	39,986.14
	\$ 849,841.76	\$ 212,460.44	\$ 212,460.44	\$ 212,460.44	\$ 212,460.44
Office Expense					
Office Supplies	\$ 25,000.00	\$ 6,250.00	\$ 6,250.00	\$ 6,250.00	\$ 6,250.00
Postage	2,500.00	625.00	625.00	625.00	625.00
Printing	10,500.00	2,625.00	2,625.00	2,625.00	2,625.00
Non-Capital Equip & Furniture	10,000.00	2,500.00	2,500.00	2,500.00	2,500.00
Equipment Repairs	1,200.00	300.00	300.00	300.00	300.00
Courier Service	10,000.00	2,500.00	2,500.00	2,500.00	2,500.00
Telephone	2,500.00	625.00	625.00	625.00	625.00
Subscriptions/Membership Dues	5,500.00	1,375.00	1,375.00	1,375.00	1,375.00
Computer & Technology Services	6,250.00	1,562.50	1,562.50	1,562.50	1,562.50
	\$ 73,450.00	\$ 18,362.50	\$ 18,362.50	\$ 18,362.50	\$ 18,362.50
Insurance					
Director's & Officer's Insurance	\$ 65,000.00	\$ -	\$ 65,000.00	\$ -	\$ -
Property	4,370,000.00	4,370,000.00	-	-	-
Flood	9,000.00	9,500.00	-	-	-
General Liability (Property, Fire, Personal Injury)	65,000.00	-	-	-	65,000.00
Excess Liability (Umbrella)	40,000.00	-	-	-	40,000.00
Commercial Automobile Liability	3,000.00	-	-	-	3,000.00
Crime and Employee Dishonesty	1,500.00	-	-	-	1,500.00
	\$ 4,553,500.00	\$ 4,379,500.00	\$ 65,000.00	\$ -	\$ 109,500.00
Miscellaneous					
Travel Expenses	\$ 10,000.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
Local Travel Expenses	5,000.00	1,250.00	1,250.00	1,250.00	1,250.00
Banking Fees	10,000.00	2,500.00	2,500.00	2,500.00	2,500.00
Building Repairs	375,000.00	93,750.00	93,750.00	93,750.00	93,750.00
Stadium Turf	50,000.00	12,500.00	12,500.00	12,500.00	12,500.00
Business Development	2,500.00	625.00	625.00	625.00	625.00
Annual County Rent	1.00	1.00	-	-	-
Annual Corporation Charter Fee	5.00	5.00	-	-	-
Facility Management Fee	670,000.00	167,500.00	167,500.00	167,500.00	167,500.00
Annual Inspection-Stadium	7,250.00	7,250.00	-	-	-
Temporary Staffing	30,000.00	7,500.00	7,500.00	7,500.00	7,500.00
Day Lot Staffing	30,000.00	7,000.00	7,000.00	7,000.00	7,000.00
Annual Fee-City of Houston	750.00	750.00	-	-	-
Annual Fee-Trustee (JP Morgan)	5,000.00	5,000.00	-	-	-
Concessionaire Maint. Fund	225,000.00	56,250.00	56,250.00	56,250.00	56,250.00
SMG Equipment Lease Annual Payment	150,000.00	150,000.00	-	-	-
Working Capital Reserve	1,297,976.93	324,494.23	324,494.23	324,494.23	324,494.24
	\$ 2,868,482.93	\$ 838,875.23	\$ 675,869.23	\$ 675,869.23	\$ 675,869.24
Total General and Administrative	\$ 8,695,774.69	\$ 5,593,073.17	\$ 1,040,567.17	\$ 975,567.17	\$ 1,085,067.18

Presented for approval to the Board of Directors of Harris County Sports & Convention Corporation on December 17, 2008.

Harris County Targeted Budget	\$ -	\$ -	\$ -	\$ -	\$ -
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RESOLUTION NO. 2008-1202

STATE OF TEXAS §
HARRIS COUNTY SPORTS & §
CONVENTION CORPORATION §

**RESOLUTION APPROVING BUDGET OF HARRIS COUNTY SPORTS &
CONVENTION CORPORATION FOR FISCAL YEAR 2009 - 2010**

WHEREAS, the Harris County Sports & Convention Corporation (the "Corporation") evaluated its financial needs, revenue projections and expense projections for fiscal year 2009 - 2010;

WHEREAS, the Corporation's budget for fiscal year 2009 - 2010 is attached hereto (the "2009 – 2010 Budget");

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS (THE "BOARD") OF THE HARRIS COUNTY SPORTS & CONVENTION CORPORATION THAT:

Section 1. Approval of the 2009 - 2010 Budget. The Board hereby approves and adopts the Corporation's 2009 - 2010 Budget in the attached form.

Section 2. Authorization to execute and deliver documents and approval of certain other matters. The Board hereby authorizes the Chairman, Vice Chairman, Secretary/Treasurer, Executive Director or any other officer to execute and deliver, or to cause to be executed and delivered, any documents or instruments that are necessary in order to evidence the approval contemplated in Section 1 above or to carry out the purpose and intent of this Resolution and to perform the obligations of the Corporation under this Resolution, including but not limited to all such acceptances and other writings required in order to accept and cause the 2009- 2010 Budget to become enforceable, effective and binding.

Section 3. Further Actions. The Board further authorizes and directs the Chairman, Vice Chairman, Secretary/Treasurer, Executive Director or any other officer to take all actions and to do all things, as may be necessary, desirable, proper or appropriate to carry out or assist in carrying out the purposes of this Resolution. The taking of any such action shall conclusively evidence the appropriateness or necessity thereof.

Section 4. Enforceable and Binding Act. Any agreement authorized by this Resolution shall become upon execution and delivery the enforceable and binding act and obligation of the Corporation.

Section 5. Exhibits Incorporated by Reference. Any Exhibit attached hereto shall be and hereby is incorporated by reference into and made a part of this Resolution for all purposes.

Section 6. Severability. If any section, paragraph, clause or provision of this Resolution shall for any reason be held to be invalid or unenforceable, the invalidity or unenforceability of such section, paragraph, clause or provision shall not affect any of the remaining provisions of this Resolution.

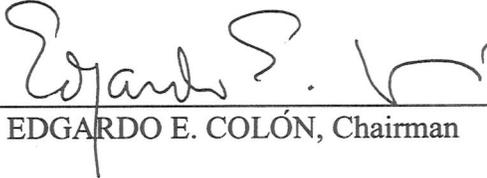
Section 7. Open Meeting. It is hereby found, determined and declared that a sufficient written notice of the date, hour, place and subject of the meeting of the Board at which this Resolution was adopted was posted at a place convenient and readily accessible at all times to the general public, as required by the Open Meetings Act, Chapter 551, Texas Government Code, and that this meeting has been open to the public as required by law at all times during which this Resolution and the subject matter thereof has been discussed, considered, and formally acted upon. The Board further ratifies, approves and confirms such written notice and the contents and postings thereof.

Section 8. Ratification and Confirmation. All acts, transactions or agreements undertaken prior to the adoption of this Resolution by any member of the Board of Directors or any officers or other representatives of the Corporation in connection with the matters authorized by this Resolution and all actions incidental thereto are hereby ratified, confirmed, approved and adopted by the Corporation.

Adopted at Board of Directors meeting
held on December 17, 2008

EXECUTED THIS 17th day of December 2008 by the Chairman of the Corporation.

HARRIS COUNTY SPORTS & CONVENTION CORPORATION

By: 
EDGARDO E. COLÓN, Chairman

The undersigned certifies that Edgardo E. Colón is the Chairman of the Corporation and is authorized to deliver this Certified Resolution. This resolution has not been repealed, amended or rescinded and is in full force and effect as of the date of its execution.

By: 
JOHN MONTALBANO, Secretary/Treasurer