

Welcome to CRUHSD#2. If you wish to address the Governing Board, please complete a *Call to the Audience* slip and hand it to the District Secretary prior to the start of the meeting.

*THE GOVERNING BOARD OF COLORADO RIVER UNION HIGH SCHOOL DISTRICT NO. 2 MAY, BY MOTION, RECESS INTO EXECUTIVE SESSION TO RECEIVE LEGAL ADVICE FROM THE BOARD'S ATTORNEY(S) ON ANY ITEM CONTAINED IN THIS AGENDA PURSUANT TO A.R.S. § 38-431.03(A)(3). THE ATTORNEY(S) MAY PARTICIPATE IN PERSON OR BY TELEPHONE. THE GOVERNING BOARD MAY CONSIDER ANY ITEM BELOW IN ANY ORDER AND AT ANY TIME DURING THE MEETING.*

**COLORADO RIVER UNION HIGH SCHOOL DISTRICT #2  
WORKSHOP AND REGULAR GOVERNING BOARD MEETING  
Monday, July 26, 2018, 5:30 P.M. Workshop.  
Bullhead City Elementary School District 1004 Hancock Road Bullhead City AZ, 86442**

**SPECIAL WORKSHOP AGENDA**

1. **CALL TO ORDER:** The Board President will call the meeting to order.  
**President Kari Hoffman opened the meeting at 5:32 p.m.**

- 1.1 Roll Call:

**Kari Hoffman, Donna Williamson, Kerry Burgess,  
Lori Crampton arrived 5:39 p.m.  
Laureen Davidson - Via Phone**

- 1.2 **CITIZENS PRESENT:** Please sign the attendance sign-in sheet.

**Francine McDermott, Gina Covert, Dave Heath, Darolene Brown, Ivan  
Brown, Diane Beardsley, Lance Ross, Eva Corbett**

**President Kari Hoffman Introduced Rick Kozuback president of  
International Coliseums Company and Mark Murphy from CORE**

**Kari read an email she received from the Anderson Auto Group saying,  
The Anderson Auto Group is honored to be the naming partner for the  
CRUHSD fieldhouse. We are excited about the progress being made at the  
construction site for this awesome structure, as a partner with vested  
monetary interest and a commitment to further fund this wonderful joint  
venture well into the future. We would like to have the board consider getting  
us on the school district plans for the immediate future.  
Kari said that she had met with them earlier today at the CORE office and said  
we would do so.**

2. Discussion and information from Rick Kozuback, president of International Coliseums Company on the needs and operations of the Anderson Auto Group Fieldhouse.

**Rick Kozuback introduced who was with him at this meeting, Dave Kredell  
from ICC who is here working on sales and Mark Murphy from CORE.**

**Rick explained that we are all excited about this project and want this to go as planned and have a successful launch. We are here to help with the process of operations if needed.**

- 2.1 Understand the Board's Mission Statement for the Anderson Auto Group Fieldhouse
- a. School district sports, culinary classes, graduations and related events
  - b. Sports Tourism
  - c. Trade shows, exhibitions, conferences, concerts

**Rick Kozuback spoke on the main reason he feels we have this fieldhouse;**

**#1 For students in this school district to play sports with better climate control.**

**#2 To create an environment to have other entities to bring revenue into This building and into the community such as tournaments.**

**#3 The other things which can bring more revenue into this building like RV Shows, Trade shows, Home and Garden shows etc.**

**Lori Crampton said we can't forget the conference rooms that can be split into 4 and rented out for Christmas parties, wedding receptions, quinceanera, seminars. If all are opened up they could get up to 400 for a dining event. If more room is need the big floor can be used by covering the field.**

2.2 Programming exercise based on the mission statement

2.3 Operations

- a. Staffing
  - i. GM
  - ii. Director of Operations
  - iii. Support staff
  - iv. Custodial
  - v. Change over
  - vi. Event staffing
  - vii. Volunteers

**The General Manager skills should include event planning and marketing.**

**The Director of Operations should know the mechanic of the building and understand how it should work.**

**You probably need to advertise for both of those positions at the same time.**

**Support staff would be one person, an admin position with just a little bit more than that.**

**Custodial and Change over crew would be through ABM**

**Event staff would include ticket sale security, this is where you may have some of your school staff work, some could be volunteers.**

**Volunteers are volunteers**

2.4 Job description for GM

- a. Based on program description of the field house
- b. Post advertisement in trade publications
- c. Committee developed to review, shortlist and interview
- d. Private management option

**Next week Donna Williamson and Lori Crampton will meet with Benje with their revised job description for the GM position. We hope to have a GM hired by October. Rick suggested that we advertise in industry publications across Arizona, Nevada and California.**

## 2.5 Operating budget

- a. Rental rates for outside groups
  - i. Sports events
  - ii. Trade shows, etc.
  - iii. Conferences
- b. Rental for district sports
- c. City of Bullhead City usage
- d. Concession operations
  - i. Internal
  - ii. Mohave and River Valley booster groups
  - iii. Equipment needs
- e. Sponsorships
  - i. Sales = ICC
  - ii. Fulfillment
  - iii. Website
- f. Utility costs

**We need to figure out the cost for rental of space, equipment, concession, conference rooms, utilities, clean up and if we are going to rent out the kitchen. We need to have a plan so when we hire a GM person we can at least give them a start. You'll need to figure out for profit and nonprofit fees**

## 2.6 Event bookings

- a. Annual Calendar
- b. CRUHSD events programmed first
- c. Sports tournament contacts
- d. Trade shows/exhibitions
- e. Summer camps and clinics
- f. Grand Opening event in March

**With the grand opening in March, we need to get the calendar up now with the school sports so that we have an idea of what dates are open for other events to generate revenue.**

## 2.7 Building equipment inventory based on current capital budget.

- a. Turf with goals for soccer and goal posts and netting for football
- b. 40,000 square feet of turf cover (half of the field)
- c. Two basketball courts
- d. Scoreboards, video board

**We need to list the priority of what to purchase if we have money left, hard cover for the turf, solar, more courts to mention a few items.**

## 2.8 City of Bullhead City Participation

- a. Financial commitment based on programmed city usage
  - i. City Recreation Department events
  - ii. City hosted tournaments and/or conferences

**Lori sees us having an IGA agreement in place with the City for use.**

3. Reporting procedure to CRUHSD board

**We could come once a month and give an update at the board meetings.**

4. Relationship with sponsors

**We need to remember our sponsors and take care of them, possibly have a sponsor appreciation day with a meal provided by the culinary department, and have a last piece of steel celebration.**

5. Other items to discuss **Benje Hookstra gave an update on RVHS track that's taking place, Also the carpeting is being installed at the media center at RVHS. We are still going to need to pick furniture for the cafeterias and the media centers. Tomorrow we are taking a look at MHS to see where the office is now how we are going to turn that into the media center.**

**6. ADJOURNMENT:**

6.1 Motion to adjourn

**President Kari Hoffman asked for a motion to adjourn the meeting.**

**Motion: Donna Williamson**

**2nd: Lori Crampton**

**Vote: 5-0**

Time: **7:50 p.m.**

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**Board President, Kari Hoffman**

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**Board Clerk, Donna Williamson**

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**Board Member, Lori Crampton**

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**Board Member, Kerry Burgess**

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**Board Member, Laureen Davidson**