

**CITY OF SAN ANTONIO
INTERDEPARTMENTAL CORRESPONDENCE
CONVENTION & VISITORS BUREAU**

TO: Mayor and City Council
FROM: Melvin Tennant, Director Convention & Visitors Bureau
THROUGH: Terry M. Brechtel, City Manager
COPIES: Roland A. Lozano, Assistant to the City Manager
Andrew Martin, City Attorney
SUBJECT: FY 2004 Hosting Obligations

November 13, 2003

SUMMARY AND RECOMMENDATIONS:

This ordinance will authorize payments in the amount of \$215,000.00 to various vendors (listed below) associated with the San Antonio Convention and Visitors Bureau (CVB) marketing activities and hosting obligations throughout Fiscal Year 2004.

International Association for Exhibition Management (IAEM)
Las Vegas, NV, December 2-4, 2003
Catering Services
Estimated 4,584 room nights, 2,100 delegate attendees with direct expenditures of \$1.89 million
Vendor: International Association of Exhibition Management \$45,000.00

Meeting Professionals International (MPI)
San Antonio, TX, January 18-20, 2004
Catering Services / Decorations / Entertainment
Estimated 8,125 room nights, 2,200 delegate attendees with direct expenditures of \$1.98 million
Vendor: The RK Group \$125,000.00

National Collegiate Athletic Association (NCAA) 2004 Men's Final Four
San Antonio, TX, April 3-5, 2004
Catering Services
Estimated 33,400 room nights, 43,000 attendees with direct expenditures of \$38.74 million
Vendor: Aramark \$45,000.00

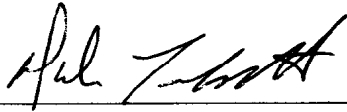
Staff recommends approval.

BACKGROUND:

The hosting obligation for IAEM was necessary to confirm the 2004 Annual IAEM Conference for San Antonio in December 2004, as all host cities are responsible for funding the delegate luncheon the year prior to their hosting the Annual IAEM Conference.

SUPPLEMENTAL COMMENTS:

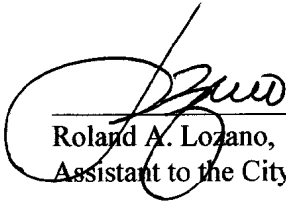
Ethics disclosure forms have been completed and are attached.



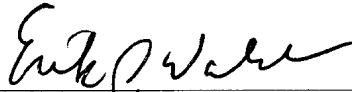
Melvin Tennant, Director
Convention & Visitors Bureau

for

APPROVED:



Roland A. Lozano,
Assistant to the City Manager



Terry M. Brechtel
City Manager

+