

## **OPERATIONS AND ACCOMPLISHMENTS**

A summary of key activities and accomplishments in 2011 are listed below:

1. Total revenue from garage operations rose approximately 3% resulting in a 5.3% or \$25,446 increase in revenue to Civic Center.
2. Adopted or re-adopted all policies and procedures including:
  - Business and Travel Expense
  - Code of Ethics
  - Credit Card
  - Freedom of Information
  - Internal Controls and Financial Accountability
  - Investment
  - Non Collusion
  - Public Comment Period
  - Purchasing
  - Responsibility of Members and Officers
  - Tracking Inventory and Disposal of Assets
  - Whistleblower
3. A contractor was selected to complete repairs to the Civic Center Garage and repairs to the drainage system commenced.
4. Repairs to fans were completed
5. Updated the Corporation's website.