



City of Racine

City Hall
730 Washington Ave.
Racine, WI 53403
www.cityofracine.org

Meeting Minutes Civic Centre Commission

Chairman Jeff Coe
Nicholas Yackley
John J. McAuliffe
Dave Blank
Cameron Kellenberger
Gary Anderson
Jim DeMatthew
Krystyna Sarrazan
Sara Nicholson

Wednesday, May 26, 2010

5:30 PM

Festival Hall-Green Room

Call To Order and Roll Call

PRESENT: 7 - Jeff Coe, Nicholas Yackley, John J. McAuliffe, Dave Blank, Cameron Kellenberger, Gary Anderson and Sara Nicholson

EXCUSED: 2 - Jim DeMatthew and Krystyna Sarrazan

Approval of Minutes for the April 28, 2010 Meeting.

to Approve the Minutes

New Business

10-5190

Subject: (Direct Referral) Chairman of Fiesta Mexicana, Wally Rendon, would like to appear before the Commission to discuss deposit amounts.

Wally Rendon, Chairman of Fiesta Mexicana, appeared before the Commission to discuss the deposit amounts for the Festival. He stated that the deposit has increased from last year without cause and requested that the deposit amount be reduced.

Rik Edgar, Executive Director of the Civic Centre, stated that the increase in the deposit is due to Fiesta Mexicana not paying the balance of their event by more than 60 days past the deadline stated in the contract last year. He stated that the Civic Centre requires all payments to be paid by contractual deadlines, as event revenue is needed to cover the hard costs for the events.

Recommendation of the Civic Centre Commission: Maintain the suggested deposit rate for the 2010 event. The Commission will consider a reduction in deposit for 2011 if the deadlines are met this year.

Deferred

10-5191

Subject: (Direct Referral) Civic Centre Director will appear before Commission to discuss April Financial report.

Attachments: [April 2010 Lead Balance Sheet](#)

Received and Filed**10-5192**

Subject: (Direct Referral) Civic Centre Director and Commission Chairman Coe will discuss CIP updates.

Rik Edgar, Executive Director and Sara Andrews, Event Coordinator discussed the status of the decor update project for Festival Hall. They would like to extend an invitation to Anna, The decorator that has been working with the Civic Centre sub-committee, to come to the next Civic Centre Commission Meeting.

Civic Centre Chairman Jeff Coe discussed updates on purchasing a truck to be used for the Civic Centre.

Rik Edgar, Executive Director discussed additional items regarding the CIP. He stated that the Civic Centre will be purchasing new chairs to be used at both Festival Hall and Memorial Hall. He also stated that the Civic Centre is in need of some lawn care equipment to use at the facilities.

Received and Filed**10-5193**

Subject: (Direct Referral) Civic Centre Director will re-cap April events.

Rik Edgar, Executive Director stated that the April events overall did well.

He also stated that weddings have increased from 11 in 2009 to 20 already booked for 2010. The new catering package deals are making the Civic Centre a more competitive choice for weddings in the area.

Received and Filed**10-5194**

Subject: (Direct Referral) Executive Director of the Civic Centre will discuss future alcohol sales.

Rik Edgar, Executive Director stated that he is working on the draft for the alcohol policy.

Deferred

The next meeting scheduled to appear before this Commission is on June 23, 2010 at 5:30 pm in the Festival Hall Green Room.

There being no further business to appear before this Commission the meeting adjourned at 6:45pm.

If you are disabled and have accessibility needs or need information interpreted for you, please contact the Racine Civic Centre at 262-636-9229, at least 48 hours prior to this meeting.