



City of Racine

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

Meeting Minutes - Final

Civic Centre Commission

Wednesday, June 27, 2018

6:30 PM

Festival Hall-Green Room

Call To Order

PRESENT: 5 - James DeMatthew, Gary Anderson, Anna LeGath, Frank Jarosz and Yumi Skow

Approval of Minutes for the February 28, 2018 Meeting

to Approve the Minutes

New Business

[0404-18](#)

Subject: (Direct Referral) Financial Report for January - March 2018.

Executive Director Amanda Gain presented the financial statements for the first quarter 2018. The Civic Centre came in under budget by approx. \$9,700 in January and by approx. \$10,800 in February. Budget was missed in March by approx. \$8,200 as revenues were lower than estimated and expenses were a bit higher than budgeted.

Received and Filed

[0405-18](#)

Subject: (Direct Referral) Attendance Report for January - March 2018.

Executive Director Amanda Gain presented the first quarter attendance numbers. January attendance was 1,135 with 13 event days and 15 use days. February attendance was 5,405 with 23 event days and 25 use days. March attendance was 3,615 with 9 event days and 10 use days.

Attendance is up 7% compared to first quarter 2017. A good Home Show attendance and a political rally contributed to the boost in attendance.

Received and Filed

[0406-18](#)

Subject: (Direct Referral) CIP Projects - Update on current and upcoming projects.

Executive Director Amanda Gain presented the current CIP project updates. The Festival Hall lighting system will go back out to bid.

The original specifications for the electronic marquee were submitted and after the vendor came out, it was discovered the board specified will not fit. The vendor will work with purchasing agent and manufacturer for the correct board size.

Bid specs are being created for new outdoor chairs and for painting the fence.

The operations manager is working with city purchasing on securing contracted rates

for a ATV/UTV.

New tent sides specifications will be sent out; however the frame of the tent required repair before it could be used and took priority.

Memorial Hall sound bid specifications are being reworked.

Received and Filed

[0407-18](#)

Subject: (Direct Referral) Event Report

- a) March - June
- b) Upcoming

Executive Director Amanda Gain presented programming highlights and upcoming events.

For the second year in a row, the self-promoted Belle City Brewfest SOLD OUT! Empty Bowls had another successful year and Hope City Church brought their Easter services to Memorial Hall for the first time. The WI Xtreme Cage Fighting VIII once again SOLD OUT in June and the promoter is looking at possibly hosting more than one show a year depending on his own MMA schedule.

The last week in April and the first two weeks in May brought several back to back events and often two events at the same time in different locations. Amanda commended the staff on pulling off the schedule of events in that time frame. The most successful was the RAMAC Annual Dinner featuring former Packer Donald Driver. With over 500 people in attendance the evening was a success and the event had to be torn down and set to the Pancake Day set overnight!

Upcoming events include numerous weddings, a United Way banquet, Italian Fest, Armenian Fest and a Daily Reporter sessions pertaining to FoxConn.

Received and Filed

[0408-18](#)

Subject: (Direct Referral) VenuWorks Annual Review for 2018.

Executive Director Amanda Gain will contact Chairman Hillery to see if he would like to continue to use the same scoring format and form as used in the past for the VenuWorks review. This would be for fiscal year 2017.

Deferred

[377-17](#)

Subject: (Direct Referral) Discussion on Commission expectations

Deferred

Next Meeting Date

Next meeting date is set for August 22, 2018 at 6:30pm

Adjournment

Meeting adjourned at 8:27pm

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