



Five Flags Civic Center Advisory Commission Meeting Monday September 26, 2016

Approved by Commission 11/28/16
McKenzie Hill, Rod Bakke, Bryce Parks

COMMISSIONERS PRESENT:

COMMISSIONERS ABSENT:

Tyler Daugherty

STAFF PRESENT:

HR Cook, Shaun Rice, Don Howe, Ali Levasseur, Kelly Spreitzer

OTHERS PRESENT: MINUTES APPROVED; VOTE:

Commissioner Parks motioned and Commissioner Bakke seconded, to approve the minutes of the July 25, 2016 meeting. The motion passed unanimously.

NEW BUSINESS:

Ali Levasseur delivered information from the City Clerk on the Resilient Community Advisory Commission. Ali will also forward information over email.

OLD BUSINESS:

General Manager, HR Cook reported the committee for feasibility study has been reviewing RFPs for building similar to Five Flags Center. Commissioner Daugherty is representing the commission on the study committee. RFP should be going out soon.

Cook continued with an update on the Theater tuckpointing. Bids have gone out to contractors due back in November.

Cook gave information on the continuing process of upgrading internet bandwidth and service to the building.

MARKETING PROMTIONS & EVENTS REPORT:

Marketing coordinator, Kelly Spreitzer, reported on past months marketing initiatives and highlights. Printed copies of the report were included in the commission packet.

Spreitzer discussed the drop date of new website of November 1, 2016. New logo had been distributed to media.

Spreitzer and Cook announced American Trust Savings and Bank has signed a three year agreement, they will be sponsoring Five Flags Center for \$11,000 each year. New ATM has arrived, working on new credit card machines and signage throughout the building.

OPERATIONS REPORT:

Director of Events and Operations, Shaun Rice, reported on operations activities for the past months in the areas of Safety Committee meetings; routine maintenance; technical operations; and CIP activity. Printed copies were included with the commission packet.

STAFF DEVELOPMENT REPORT:

Staff updates and activity occurring during the past months and details were included in the commission packet.

**FINANCIAL
REPORT:**

Director of Finance, Don Howes, reviewed event totals and Financial highlights with commissioners. The financial packet was included in the commission packet.

OTHER BUSINESS:

No other business discussed at this time.

**ADJURN;
VOTE:**

Motion to adjourn was made by Commissioner Bakke, seconded by Commissioner Parks. The motion passed unanimously.

NEXT MEETING:

Next bi-monthly meeting held in the General Manager's Office on Monday November 28, 2016 at 3:30PM. Five Flags staff will place an email "Thursday before" to remind commissioners of the meeting.