



MEETING OF THE BISMARCK EVENT CENTER AUTHORITY BOARD

5/27/2026 - MINUTES

AGENDA

1. Call to Order

The Bismarck Event Center Authority Board met in the Tom Baker meeting room on May 27, 2026, at 11:00 AM. Members present included Mike Gardner, Sheri Grossman, Joel Kostelecky, Jason Tomanek, and Mayor Mike Schmitz. Member Jennifer Wilson attended the meeting via Teams. Member Chad Wachter was absent.

2. [Public Comment](#)

No public comment was received.

3. Receive Event Center Financial Report

Eric Lund, Acting Finance Director, presented the financial reports for April 2026. Acting Director Lund explained that, overall, the Event Center performed very well through April. As of April 30, the Event Center's financials are largely complete, with an estimated \$12,000–\$15,000 in remaining utility-related expenses expected as May invoices are processed. As of April 30, the Event Center holds just under \$1.5 million in cash, of which approximately \$1.2 million is restricted for bond reserves and customer deposits. This leaves roughly \$275,000 in available operating cash, which includes the previously received \$750,000 transition contribution. Accounts receivable total about \$380,000, reflecting event settlements expected to convert to cash within 30–60 days. All accounts payable through April have been paid, leaving minimal payroll-related liabilities. Current assets available for operations total approximately \$621,000. Operationally, event revenue increased by approximately \$370,000 year-to-date, with related expenses up \$158,000, resulting in an additional \$209,000 in net event revenue. With stable operating expenses and the April debt-service transfer completed, operating profit through the first four months stands at roughly \$444,000.

Member Grossman moved to accept the financials and Member Kostelecky seconded. Upon a roll call vote, all voted aye. M/C.

4. Key Performance Indicator Discussion

City Administrator Tomanek introduced the draft KPI framework developed by JLL with input from OVG. The discussion centered on refining KPI definitions, determining appropriate weighting for items, and establishing measurement methods. Financial performance KPIs were generally viewed as the highest priority, followed by economic

impact and event mix, which were described as interdependent. Customer satisfaction metrics were considered important but were likely to carry a lower weighting. OVG confirmed that they are developing systems to measure customer satisfaction and are gathering historical data to establish KPI baselines.

Member Grossman noted that the Convention and Visitors Bureau (CVB) recently acquired an Event Impact Calculator (EIC) through Destinations International. The program will support more accurate economic impact assessments. The CVB will work with OVG to ensure complete and accurate inputs for the program.

The group agreed that KPI weightings do not need to be determined immediately, but members should individually consider proposed weightings before the next meeting. OVG will provide its own recommended rankings as part of the collaborative process. The goal is to have KPIs and their weightings finalized by September to support budgeting and planning for 2027.

5. Adjourn

There being no further business to discuss, the meeting was adjourned at 1:55 PM.