



PEORIA CIVIC CENTER AUTHORITY  
Minutes of February 27, 2020  
Meeting FY20 No. 6

Vice Chairman Bartolo called the regular meeting of the Peoria Civic Center Authority to order at 4:00 p.m., Thursday, February 27, 2020 at the Peoria Civic Center in the second-floor conference room.

VOTING AUTHORITY MEMBERS PRESENT:

**Chairman Matthew Bartolo**  
**Commissioner Robert Manning**  
**Commissioner Henry Vicary**  
**Commissioner Laith Al-Khafaji**  
**Commissioner Michael Eddlemon**

VOTING AUTHORITY MEMBERS ABSENT:

**Commissioner Yvonne Greer-Batton**  
**Commissioner Pratima Gandhi**

NON-VOTING AUTHORITY MEMBERS PRESENT:

**Commissioner Deborah Roethler 4:20 pm**  
**Commissioner Sid Ruckriegel**  
**Commissioner Sylvia Hasinger**  
**Commissioner Richard Semonis**

NON-VOTING AUTHORITY MEMBERS ABSENT:

**Commissioner Joseph Dalfonso**

SMG/PCC STAFF PRESENT:

**Rik Edgar, General Manager**  
**Mindi Baumann, Interim Director of Finance**  
**Will Kenney, Director of Operations**  
**Adam Smith, Director of Booking**  
**Sarah Luthy, Director of Food & Beverage**  
**Erin Schaefer, Senior Sales Manager**  
**Shelley Nordwall, Human Resources Manager**  
**Michael Clingan, Executive Chef**

OTHERS IN ATTENDANCE:

**Dave Stuckel, PCCA Legal Counsel**

Chairman Bartolo called the meeting to order at 4:00pm. He requested that a roll call be taken. Quorum present.

Chairman Bartolo requested a motion to approve the minutes of the January 23, 2020 PCCA meeting minutes.

**Motion to Approve Regular Meeting Minutes of January 23, 2020 Meeting:**

Moved: Commissioner Vicary. Seconded: Commissioner Al-Khafaji. Passed unanimously by voice vote.

**General Manager Report:**

General Manager Rik Edgar reported that we were pleased with our January sales, especially with Convention and Conference Sales. Food and Beverage posted an increase of 7% versus last year.

The Book of Mormon that was a single ticketed event sold more than 8,600 tickets. This series was responsible for more than 1.9 million dollars in economic impact for the Peoria area.

Bradley Basketball performed 20% better than the budget.

The new DAS system that is to be installed, we have received three interested telecom carriers, this will enhance our service to all our clients throughout the facility.

We have entered a partnership with the American Theater Guild. They will take over the booking of our Broadway Theater Series. They will be able to bring shows here quicker, promotional items and grow our subscriber base.

**Food & Beverage Report:**

Director of Food and Beverage Sarah Luthy introduced Michael Clingan, our new executive chef. Chef Mike was our sous chef for five years and was promoted to executive chef in February to replace Chef Leo Carney. He is very knowable about the kitchen, staff and labor. He takes great pride in his work and has had several large banquets and received rave reviews.

**Facility and Operations Report:**

Director of Operations Will Kenney reported that natural gas and electricity usage was below average for the month of January compared to last year.

Maintenance completed seventy-eight work orders and preventive maintenance orders for the month of January.

WIFI access points in the Arena, Ballroom, Exhibit Halls and Meeting Rooms has been completed.

Heart of Illinois Hospitality Association Winterfest Event awarded the Peoria Civic Center the award for Kilowatt hours saved. This is the second year in a row that the venue has won this award.

**Marketing Report:**

Director of Booking Adam Smith reported that the monthly Turnkey report showed that we met or exceeded ASM Global average in all categories.

Ticketed events announced in February are: Telsa on April 22<sup>nd</sup>, Air Supply on May 30<sup>th</sup>, Halestorm on July 14<sup>th</sup>.

**Convention Center Sales Report:**

Senior Sales Manager Erin Schaeffer reported that for the month of February we received thirty-five leads, wrote twenty proposals and executed sixteen contracts.

We hosted the Central Illinois Auto Show for the first time in January instead of the usual month of April.

We also host our largest convention of the year with ILMEA.

Erin Schaefer and Rik Edgar toured the newly renovated Four Points Hotel.

**Finance and Facility Committee:**

In Commissioner Gandhi absence, Commissioner Manning reported that the committee had met and turned the floor over to Interim Director of Finance, Mindi Baumann. January was another successful month with over 72,000 patrons attending events. The month ended with \$151,000 over budget.

The Finance and Facility Committee recommended to the PCCA to approve the purchase of a High-Speed Rubber Door and Jamb rebuild for the Arena pit overhead door. Repairs to the old door are not cost effective. A proposal was received from Nation Serve to replace the door at a cost of \$71,884.05. The committee recommended that the PCCA board move forward with this project.

**Motion to approve the recommendation of purchasing a new Arena pit door from Nation Serve in the amount of \$71,884.05.**

**Motion to approve the purchase of High-Speed Rubber Door & Jamb -Arena Pit Door.**

Moved: Commissioner Manning. Seconded: Commissioner Vicary. Chairman Bartolo called for a roll call vote. Motion passed unanimously.

**PACVB Report:**

Commissioner Dalfonso was absent. PCCA board accepted report as written.

**Old Business:** None

**New Business:**

General Manager Rik Edgar presented to the PCCA board a 2.5-minute video of our operations team doing 7 changeovers in five days. These changeovers usually happen overnight when one event is over, and another is starting the next day. The video shows going from hockey to basketball to concerts and back again. Also, our cleaning staff that makes sure that everything is clean and ready to go for the next event. After KISS ended, our housekeeping staff cleaned up over 200 pounds of confetti from the arena stands. The PCCA board requested that this video be posted on all social media sites.

**Public Comment:** There was no Public Comment.

Noting there was no need for an Executive Session; Chairman Bartolo reminded everyone that the next regular PCCA meeting will be held March 26, 2020 at 4:00 pm, in a location TBD. A reminder will be sent out one week prior to the meeting.

**Adjournment:**

Chairman Bartolo requested a motion to adjourn.

**Motion to Adjourn :**

Moved: Commissioner Vicary. Seconded: Commissioner Eddlemon. Passed unanimously by voice vote.

Meeting adjourned at 4:37 p.m.