



## PEORIA CIVIC CENTER AUTHORITY

January 28, 2021 at 4:00PM – Regular Meeting No. 4

### MINUTES

Chairman Bartolo called the regular meeting of the Peoria Civic Center Authority to order at 4:02 p.m., Thursday, January 28, 2021 at the Peoria Civic Center via video & conference call.

#### **Voting Authority Members Present:**

Chairman Matt Bartolo  
Commissioner Yvonne Greer-Batton  
Commissioner Robert Manning  
Commissioner Richard Semonis  
Commissioner Michael Eddlemon  
Commissioner Christell Frausto Aboytes

#### **Voting Authority Members Absent:**

Commissioner Laith Al-Khafaji

#### **Non-Voting Authority Members Present:**

Commissioner Deborah O'Fallon Roethler  
Commissioner Sid Ruckriegel  
Commissioner Karrie Ross  
Commissioner Lon Lyons

#### **Non-Voting Authority Members Absent:**

Commissioner Joseph Dalfonso

#### **PCC / ASM Global Staff Present**

Rik Edgar, General Manager  
Mindi Baumann, Interim Director of Finance  
Will Kenney, Director of Operations  
Sarah Luthy, Director of Food and Beverage  
Beau Sutherland, Business Development Manager  
Robert Gates, PCCA Legal Counsel

Chairman Bartolo called the meeting to order at 4:02pm. He requested that roll call be taken, Quorum present.

**Motion to proceed with the PCCA Meeting solely by automated attendance:**

Moved: Commissioner Manning. Seconded: Commissioner Eddlemon. Passed unanimously by roll call vote.

**Motion to Approve Meeting Minutes of December 10, 2020 Meeting:**

Moved: Commissioner Greer-Batton. Seconded: Commissioner Semonis. Passed unanimously by roll call vote.

**General Manager Report:**

General Manager Rik Edgar stated that the PCC is \$352K ahead of budget. The CURE Act funds of \$400K are not included in net income and will be used to offset previous expenses incurred by the venue in relation to COVID-19. We hosted five Bradley Basketball games in December. The PCC Operations Staff has taken over the snow removal duties for the venue. A slide show of the painting projects that have been worked on was shown. Most of the lower concourse has been cleaned/painted. Our 24-hour safety checks allowed Operations staff to discover a major leak on the boiler system as it occurred. The boilers were shut down in under an hour and the total repairs were under \$3,000.

The Venue Shield Food Safety Plan was discussed. A more robust number of cashless options will be offered to increase efficiency and lower the amount touchpoints with our guests. Cash transactions will continue to be part of the overall business plan for concessions. Continued monitoring of airborne issues with COVID-19 has been a focus of the overall ASM Venue Shield opening plan.

Business Development Manager Beau Sutherland talked about the marketing survey that was sent out at the end of 2020. Everybody is excited about shows coming back. There were 1,100 responses. Most people responded that they receive information about events from the PCC website, e-mail, and social media. General Manager Rik Edgar has been sharing this information with promoters and agents. Other ASM Global venues have been interested in our survey and are using our template as a guide to implement similar projects in their buildings. The new Broadway Season will be announced soon. Broadway shows are not touring until later this year.

**Facility and Operations Report:**

Director of Operations Will Kenney reported that staff has been responsible for the snow and ice removal. Staff continues to work on painting and arena maintenance. The Bradley Basketball games are going well. Staff is sanitizing between the games since they are being held on back-to-back days. Will continues to monitor electrical usage and even with the Bradley games usage continues to be relatively low. Building Engineer Tom Niemeyer monitors the water usage daily.

### **Convention Center Sales Report:**

Business Development Manager Beau Sutherland reported that December is usually a slower month. He had one lead this month. He is continuing to move events from March and April to August – October. One proposal was written in December.

### **Finance & Facility Committee:**

Interim Director of Finance Mindi Baumann reported we had no events in November. We did recognize some advertising income in November. Expenses were down due to the current mitigation plans. COVID-19 Expense was related to IT labor and dry good SAVOR spoilage. She then reported on the December Financial Statements. We had 5 Bradley Basketball games in December, which generated some event income. Due to COVID-19 all advertising income was taken out back to September with the expectation for recognizing in FY22. COVID-19 Expense included the IT Wi-Fi Upgrade. This will be reimbursed by the CURE Act Grant in January. As of December 2020 we are \$352K ahead of budget. General Manager Rik Edgar reported that in the past snow removal was outsourced at a cost of \$45K-\$50K per year. This year it is being done in-house and has generate a small amount of revenue with the snow removal billing for COVID-19 testing sight snow removal. The HRA Funding Policy Changes were discussed. Commissioner Manning stated this process was long overdue and it is a solid way to hold those applying for funds responsible to deliver what they estimated in their request. The Finance Committee will continue to approve all grant requests.

### **Motion to Approve the HRA Funding Policy Changes as presented and recommended by the Finance Committee:**

Moved: Commissioner Manning. Seconded: Commissioner Greer-Batton. Passed unanimously by roll call vote.

Chairman Bartolo updated the PCCA about the BIG Grant that was received in error. The grant was issued due to an administrative error by the state. We did not misrepresent ourselves in the application process. It was clear that we are unit of local government. The money will be returned as soon as possible.

### **Safety and Policy Committee Report:**

Commissioner Eddlemon reported that a completely cashless policy was tabled at this time and could be revisited later. The committee encouraged other options be looked at.

### **Capital Committee Report:**

The Capital Committee met and had no action items. The dishwasher and the boilers are items that will need to be looked into and decisions made in the coming months.

### **PACVB Report:**

Commissioner Dalfonso was not present at the meeting.

### **Old Business:**

None

**New Business:**

General Manager Rik Edgar stated that he has been in contact with the Health Department and the PCC is being considered to become a mass COVID-19 vaccination site. They are looking at a possible March 1<sup>st</sup> date in the Convention Center. PCC is partnering with the Health Department as well as OSF and UnityPoint.

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

There was no need for an Executive Session.

Chairman Bartolo reminded everyone that the next regular PCCA meeting will be held February 25, 2021 at 4:00 pm.

**Adjournment:**

Chairman Bartolo requested a motion to adjourn.

**Motion to Adjourn:**

Motion made by Commissioner Semonis. Seconded by Commissioner Greer-Batton. Motion passed unanimously by voice vote.

Meeting adjourned at 4:40 pm.