



PEORIA CIVIC CENTER®

PEORIA CIVIC CENTER AUTHORITY  
Minutes of April 26, 2018  
Meeting FY18 No. 8

Commissioner Bartolo called the regular meeting of the Peoria Civic Center Authority to order at 9:00 a.m., Thursday, April 26, 2018 at the Peoria Civic Center in the Lexus Club Room.

VOTING AUTHORITY MEMBERS PRESENT:

**Commissioner Matthew Bartolo**  
**Commissioner Robert Manning**  
**Commissioner Joseph Dalfonso**  
**Commissioner Pratima Gandhi**  
**Chairman Paul DiGiallonardo**

VOTING AUTHORITY MEMBERS ABSENT

**Commissioner Sylvia Hasinger**  
**Commissioner Greer-Batton**

NON-VOTING AUTHORITY MEMBERS PRESENT:

**Commissioner Don Welch**

NON-VOTING AUTHORITY MEMBERS ABSENT:

**Commissioner James Lynch**  
**Commissioner Laith AlKhafaji**  
**Commissioner Sid Ruckriegel**

SMG/PCC STAFF PRESENT:

**Joyce White, Interim General Manager**  
**Sarah Luthy, Interim Director of Food & Beverage**  
**Will Kenney, Director of Operations**  
**Danette Snopek, Director of Finance**  
**Jess McMullin, Director of Sales & Marketing**  
**Megan Pedigo, Senior Marketing Manager**  
**Clare Zell, Marketing Coordinator**  
**Erin Schaefer, Senior Sales Manager**  
**Stephan Hefler, Box Office Manager**

OTHERS IN ATTENDANCE:

**Dave Stuckel, PCCA Legal Counsel**  
**Thomas Bruch, PJS**

Chairman DiGiallonardo called the meeting to order at 9:00 am. He requested that a roll call be taken. Quorum present.

Chairman DiGiallonardo requested a motion to approve the minutes of the March 22, 2018 PCCA meeting minutes.

**Motion to Approve Meeting Minutes of March 22, 2018 Meeting:**

Moved: Commissioner Bartolo. Seconded: Commissioner Manning. Passed unanimously by voice vote.

**General Manager Report:**

Interim General Manager Joyce White reported that March was another busy month with IHSA State Basketball Championships, newcomer The Alpaca Owners Association, where over 800 Alpacas were in the facility for five days; this event was over estimated attendance. Also in the month of March we hosted Winter Jam, a Christian concert held in the arena, with over 7,000 attending. Ameren Broadway Theater Series was announced; with The Lion King headlining with thirteen performances. Also playing will be STOMP with two performances, Finding Neverland also two performances, Rent with two performances and will close out the season. It was also announced that Megan Pedigo, Senior Marketing Manager submitted her resignation. The PCCA board thanked her for all her hard work and dedication.

**Food & Beverage Report:**

Interim Director of Food and Beverage Sarah Luthy reported revenue for March was broken down as 81% concessions and 19% catering. Concessions revenue was due to IHSA State Basketball Championships, IHSA Drama and the National Alpaca Association. March Madness sales were up 4.5% In conjunction with the marketing department, we will be hosting a pre-show dinner for this season's Ameren Broadway Theater Series.

**Facility and Operations Report:**

Director of Operations Will Kenney reported that for the month of March, our electrical use was down from last year's average. Operations and housekeeping were kept busy by numerous changeovers throughout the facility. Maintenance completed 68 work and preventive maintenance orders. The "Loft" and Luge box projects have been completed and were used for IHSA State Basketball Championships. The yearly local and state inspection cycle has started; underground tank and boiler inspections have been completed. The grant application has been submitted to Ameren for the LED project in the arena. Ameren has projected that we will save around \$35,000 per year on energy and maintenance costs.

**Marketing Report:**

Senior Marketing Manager Megan Pedigo reported that The Ameren Broadway Theater Series for FY19 was announced on April 9<sup>th</sup>. Headlining the season will be The Lion King, with thirteen performances, but at the current rate we are looking to sell out the first three nights. We anticipated a 2% to 5% will not renew their season tickets but with the new Digital Purchasing system there are 400 plus on a waiting list to purchase season tickets. The program that started last year, sponsoring a District 150 student to see a Broadway play will be implemented again this season. Donation forms were included in the renewal packets and online, the response has been tremendous.

**Convention Center Sales Report:**

Director of Sales and Marketing Jess McMullin reported that the sales team for the month of March acquired forty-two leads, wrote twenty-four proposals, and executed fourteen signed contracts. Greater Peoria Farm Show has extended their contract through 2021. We also contracted a large banquet from the Peoria Journal Star. Erin Schaefer and the PACVB have secured the US Figure Skating Great Lakes Regional Championships for October. They will also be utilizing the ice at Owen Center and Pekin.

**Convention Center Sales Report:**

Over 3,000 are expected to attend the weeklong event. The PCC accepted the Making Waves award from the Clean Water Celebration for our recycling efforts. The PCC recycles over 20% of its trash, which is five tons of trash per month not going into landfills. Nineteen tons of single stream was recycled in 2017. The Civic Center Scoop hosted Mike Bowermaster from Bob Lindsay Honda who promoted the Central IL Car Show. Also featured was the Peoria Recovery Program that was held here at the PCC. Peoria County Sheriff Brian Asbell, Coroner Jamie Harwood and organizer Sharon Harkless were featured guests.

**Booking Report:**

Stephan Hefler, Box Office Manager, reported that sales for Laura Daegle are selling very well along with Jason Isbell that was announced last week are also doing very well. In the arena, working on two rock concerts for the spring. The Red Cross Heartland Hero's banquet and concert are moving from the arena and into the exhibition halls, with the concert to held in the theater.

**Sales and Marketing Committee:**

Commissioner Dalfonso reported that the committee had met. With the new Luge Box and "The Loft" projects completed, this gives us a great source of revenue in sponsorships. This summer we will be showcasing our new outside space "The Lawn" that can be utilized for many various events. Customer Service scores with 9 surveys returned was 9.5. Scores for FY18 is a 9.3.

**Capital Committee:**

Commissioner Bartolo reported that the Capital Committee had met and reviewed proposals for the Lexus Club Room Flooring Replacement in the amount of \$32,635.00. The Capital Committee made a recommendation to the PCCA board to move forward with this project.

**Motion to approve the recommendation of \$32,635.00 to Central Illinois Commercial Flooring**

Motion was made by Commissioner Bartolo. Seconded by Commissioner Manning.  
Chairman DiGiallonardo called for a roll call vote. Motion passed unanimously.

**Finance Committee:**

Commissioner Gandhi reported that committee had met turned the floor over to Director of Finance Danette Snopek... March financials consisted of 64 actual events versus 68 budgeted with event income under budget. In the convention center, one banquet occurred versus eight budgeted and fourteen meetings compared to fifteen budgeted. The Central IL RV Show exceeded budget. The Alpaca Owners Association convention was a new event and attendance was over budget by 6,800. The IHSA State Basketball Championships resulted in 3,300 less attendees than budgeted. IHSA Drama, also a new event exceeded budget by 3,300. In the arena, we had two concerts, Winter Jam and Gary Allen. Gary Allen was not budgeted. Winter Jam attendance was at 7,000. In the theater we had three concerts. Get The Led Out, which exceeded budget to a sold out show. Also Earth, Wind & Fire and Peter Frampton both exceeded budget. HRA to the PCC was under budget by \$147,119.

**Old Business:**

Will Kenney, Director of Operations updated the board on the security analysis that was done by SMG and the Peoria Police Department. We have implemented all SMG's recommendations. Will also updated the security procedures that were put in place for tonight's Kevin Hart concert.

**New Business:**

The PCCA owns the parcel of land that Shea Stadium sits on. The Peoria Park District maintains the land due to an intergovernmental agreement. The Peoria Park District entered into an agreement with Bradley University to install a cell phone tower on this property. Since the PCCA is the property holder, the cell phone company requests that the PCCA accepts the agreement in case the property reverts back to us. All parties are working on the verbage of that agreement.

**Motion to Defer Request to Execute Agreement on Shea Stadium Property**

Motion was made by Commissioner Dalfonso. Seconded by Commissioner Gandhi.  
Chairman DiGiallonardo called for a voice vote. Motion passed unanimously.

Commissioner Welch reported on the economic impact that the Markiewicz International had on the area. They have become huge supporters of the PCC and Peoria area, so much so that they are referring us to other event organizers.

**Public Comment:** None

Noting there was no need for an Executive Session; Chairman DiGiallonardo reminded everyone that the next PCCA meeting will be held June 28, 2018. A reminder will be sent out one week prior to the meeting.

**Adjournment:**

Chairman DiGiallonardo requested a motion to adjourn.

**Motion to Adjourn:**

Moved by Commissioner Manning. Seconded by Commissioner Bartolo. Passed unanimously by voice vote.

Meeting adjourned at 9:40 a.m.