



## PEORIA CIVIC CENTER AUTHORITY

**June 23, 2022 at 4:00PM – Regular Meeting No. 9**

### **MINUTES**

Chairman Bartolo called the regular meeting of the Peoria Civic Center Authority to order at 4:05 pm, Thursday, June 23, 2022 at the Peoria Civic Center, 201 SW Jefferson Ave in Peoria, Illinois in the Lexus Clubroom via video, conference call, and in person.

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

Chairman Matt Bartolo  
Commissioner Yvonne Greer-Batton  
Commissioner Karrie Ross  
Commissioner Richard Semonis  
Commissioner Robert Manning  
Commissioner Christell Frausto Aboytes  
Commissioner Lon Lyons

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

None

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

Commissioner Sid Ruckriegel

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

Commissioner Deborah O'Fallon Roethler  
Commissioner Joseph Dalfonso  
Commissioner Norris Chase

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

Rik Edgar, General Manager  
Mindi Baumann, Director of Finance  
Beau Sutherland, Director of Sales and Marketing  
Ashley Clayton, Booking Coordinator  
Robert Gates, PCCA Legal Counsel

Chairman Bartolo called the meeting to order at 4:05 pm. He requested that roll call be taken, Quorum present.

**Motion of Unanimous Consent to proceed with the PCCA Meeting by automated attendance:** Moved: Commissioner Greer-Batton. Seconded: Commissioner Ross. Passed unanimously by roll call vote.

Chairman Bartolo informed the PCCA that he would like to amend the order of two of the items on the agenda. Action Item 2. Dishwasher to be moved to Consent Agenda and Public Comment to be moved before the Operating Reports. Hearing no objections, those agenda items were moved.

**Public Comment:**

**None**

**OPERATING REPORTS:**

**Venue Report:**

General Manager Rik Edgar reported that as of the end of May the venue is \$1.99M ahead of budget and we are projecting to be at \$1.8M at the end of the fiscal year. Net Revenues on concerts for FY22 are currently greater than our record year of FY19. General Manager Rik Edgar asked Director of Sales and Marketing Beau Sutherland to update the PCCA on the HRA Grant Funding.

Director of Sales and Marketing Beau Sutherland explained in FY19 we received \$1.03 in Event Income for every dollar we awarded in HRA Grant Funding. In FY22 the HRA Grant Funding approval process was reorganized. In FY22 we received \$2.88 in Event Income for every dollar we awarded. It is estimated that we will have 20 to 23 events per year that will qualify for HRA Grant Funding. In FY23 we are estimating that we will receive \$2.75 to \$3.00 in Event Income for every dollar awarded. The Sales and Marketing Departments are working to book events that are good for the venue, the city, and the community at large.

Director of Sales and Marketing Beau Sutherland also informed the PCCA that the Peoria Civic Center was awarded the Public Relations Association of Central Illinois Praise Award.

General Manager Rik Edgar reported more than 70% of the ticket buyers for events in May were from outside of the Peoria and Tazewell counties and 95% of tickets were purchased online. He stated we are reaching a broader audience.

Director of Sales and Marketing Beau Sutherland reported that we have hired a new Business Development Manager. This person will be working with our VIP Hospitality and Advertising/Sponsorships. He will start at the end of July. It is a great position to have filled.

**PACVB Report:**

Commissioner Dalfonso was not in attendance. The PACVB report will be received and filed.

**COMMITTEE REPORTS:****Finance Committee:**

Commissioner Ross informed the PCCA that the Finance Committee met on Tuesday. The Investment Policy was distributed for review and will be brought to the PCCA next month. Commissioner Ross thanked Director of Finance Mindi Baumann for her work on the Investment Policy. The SVOG deadline is June 30<sup>th</sup>. Director of Finance Mindi Baumann updated the Finance Committee about the Cyber Liability Policy. We were auto-enrolled in the corporate policy effective March 2022. Commissioner Ross stated the engagement letter has been received.

Director of Finance Mindi Baumann reviewed the May Financial Statements. We had 34 event days in May with an attendance of 31,744. Scholastic Bowl and USA Gymnastics TT received HRA Grant Funding. Total Event Income for the month was \$338,504. Successful events included Paw Patrol, Megadeth, DeRay Davis, five commencement ceremonies, and four banquets. Ticket Rebates were up \$100,656 Actual vs Budget. Food and Beverage Income was up \$81,263 Actual vs Budget. Advertising Income was up due to three new contracts being booked. Adjusted Gross Income for May was \$396,675. Net Salaries and Benefits were down \$37,533 for the month with nothing being moved to SVOG. Repairs and Maintenance was down \$14,189. \$8,034.87 in Repairs and Maintenance was moved to SVOG. Operational Supplies were down \$1,676. \$31,605.89 in Operational Supplies were moved to SVOG. Utilities were down \$5,295. No money was moved to SVOG for Utilities in May due to that budget being complete. HRA for the month was \$191,254. This included the April distribution received in May and the May distribution. Net Income for the month was \$127,505. This was up \$386,210 Actual vs Budget.

**Capital Committee:**

Chairman Bartolo gave an update. A change order was issued for \$4,000 for the Parking Lot project. The lead time for the Theater Elevator repair is three weeks. Discussions on how the motor will be removed are ongoing. A helicopter will be coming in on Monday to move parts for the Cooling Tower project to the roof. A crane will be brought in when it is time to move the new cooling towers on the roof. The DAS project is continuing to move forward. Commissioner Lyons asked about the parking lot change order. Chairman Bartolo informed the committee that the change was necessary because otherwise the project would have had to be postponed for a year for the supplies to become available. The Capital Committee decided that there was nothing wrong with the alternative product and it was not worth delaying the project for a year. Chairman Bartolo informed the PCCA that we will be receiving a \$56,000 credit on the Cooling Tower. The new dishwasher purchase was approved by the Capital Committee.

## **CONSENT AGENDA ITEMS:**

- 1. Minutes from May 26, 2022 PCCA Meeting**
- 2. Dishwasher – Capital Committee Recommends to Accept the Proposal from Curate for \$60,607.74.**

### **Motion of Unanimous Consent to Approve the Consent Agenda Items:**

Passed with no objection.

## **ACTION ITEMS:**

- 1. Election of FY23 PCCA Officers**

**Motion to Approve the Accepted Nominations for the FY23 PCCA Officers as follows: Chairman – Yvonne Greer-Batton, Vice Chairman – Richard Semonis, Treasurer – Karrie Ross, and Secretary – Lon Lyons**

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

## **DISCUSSION/INFORMATIONAL ITEMS:**

Chairman Bartolo informed the PCCA that Commissioner Manning had discussed his plans on resigning from the PCCA Board about six-eight weeks ago. Tonight will be Commissioner Manning's last meeting. Chairman Bartolo stated we have a great staff and PCCA Board. Chairman Bartolo wanted to acknowledge the amount of effort and energy Commissioner Manning has given to this building and stated that he always came prepared. Commissioner Semonis stated that Commissioner Manning has been a phenomenal board member. Director of Sales and Marketing Beau Sutherland presented Commissioner Manning with an award and gift basket for his service. Commissioner Manning stated he has been on the PCCA Board for 12 years. He has enjoyed watching the Peoria Civic Center grow and being a part of it. It is all for the betterment of the Peoria Civic Center. The Peoria Civic Center is the economic generator for the city. Commissioner Manning thank the staff and PCCA Board for what they are doing and stated to keep doing it.

General Manager Rik Edgar thanked Chairman Matt Bartolo for his service as Chairman of the PCCA Board.

General Manager Rik Edgar informed the PCCA that we had an issue with the HVAC in part of the building and an event had to be relocated to another part of the building.

**Executive Session:**

There was no need for an Executive Session.

**Adjournment:**

Chairman Bartolo informed the committee that the next regularly scheduled PCCA Meeting will be on Thursday, July 28, 2022. Chairman Bartolo requested a motion to adjourn.

**Motion of Unanimous Consent to Adjourn:**

Motion made by Commissioner Manning. Seconded by Commissioner Lyons. Motion passed by voice vote.

Meeting adjourned at 4:32 pm.