



PEORIA CIVIC CENTER AUTHORITY

July 28, 2022 at 4:00PM – Regular Meeting No. 10

MINUTES

Chairman Greer-Batton called the regular meeting of the Peoria Civic Center Authority to order at 4:11 pm, Thursday, July 28, 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 Yvonne Greer-Batton
Commissioner Richard Semonis
Commissioner Karrie Ross
Commissioner Matt Bartolo
Commissioner Christell Frausto Aboytes – In attendance until 5:00 pm.

Voting Authority Members Absent:

Commissioner Lon Lyons

Non-Voting Authority Members Present:

Commissioner Joseph Dalfonso
Commissioner Norris Chase

Non-Voting Authority Members Absent:

Commissioner Sid Ruckriegel
Commissioner Deborah O'Fallon Roethler

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 Greer-Batton called the meeting to order at 4:11 pm. She requested that roll call be taken, Quorum present.

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

OPERATING REPORTS:

Venue Report:

Director of Finance Mindi Baumann read the Venue Report for July 2022 for the record. Highlights included June posting a Total Event Income of \$141,773. The venue is now \$2.2M ahead of budget and forecasted to be at \$2M at the end of the fiscal year. The arena is having a better than budgeted financial performance for the fiscal year. Arena Concerts and Entertainment events posted the best numbers in those categories in recent history. Convention Center business is anticipated to grow in FY23 with a big boost from the return of the Consumer Show market. The programming of the FY23 calendar is pacing ahead of the current fiscal year. Peoria Expo surpassed budget expectations for the month by more than 30%. This newly formed department has generated \$233,836 in its first year at the PCC, which has exceeded budget expectations by \$20k. Convention Sales hosted six facility tours and contracted six events. Sales and Marketing will rollout new wayfinding signage located on the PCC campus in July. SAVOR purchased a new dishwasher to replace the existing unit. It will be shipped in six weeks and will be installed by in-house staff and Hobart. Director of Finance Mindi Baumann announced that we have a new Staff Accountant in the Accounting Department. Casey Largent started on Monday.

PACVB Report:

Commissioner Dalfonso reported for the PACVB. He first congratulated the PCC on the great work they did on the Greta Van Fleet concert. Commissioner Dalfonso reported the PACVB has launched their Traffic Tracking program. There are 35 points in 7 counties, and they can monitor the foot traffic in different areas. The PACVB is continuing to watch the economy and the hotel usage. The PACVB is getting ready for Connect Detroit.

COMMITTEE REPORTS:

Finance Committee:

Chairman Greer-Batton started out by mentioning the fabulous concert on Monday (Greta Van Fleet). She then turned it over to Commissioner Ross for an update from the Finance Committee. Commissioner Ross informed the PCCA that the Cyber Liability policy we received through corporate was reviewed for a lower retention rate and determined that it is not possible. No action is needed, and the Cyber Liability policy is currently active. The Finance Committee reviewed the first draft of the FY23 Budget. They determined it was appropriate for public posting and recommended it be an action item for this meeting. The Investment Policy has been created to structure how the PCCA will invest funds above what is FDIC insured. Commissioner Ross then turned it over to Director of Finance Mindi Baumann to review the June 2022 Financial Statements.

Director of Finance Mindi Baumann reviewed the June Financial Statements. In June we had 18 event days with an attendance of 8,195. The Illinois Great Rivers Convention received HRA Grant Funding. Successful events included Air Supply, Riverdance, An Officer and a Gentleman, Associated Fire Fighters Convention, Black & Blue Ball, GOP Banquet, and PSO Gala. Total Event Income for the month was \$141,773. Ticket Rebates came in close to budget for the month. Total Other Event Income was up \$5,725 Actual vs Budget. Adjusted Gross Income was up \$38,448 Actual vs Budget. Net Salaries and Benefits were down \$30,851 for the month with nothing being moved to SVOG. Operating Expenses were up \$10,985 for the month due to the cost of recapturing the R-22 in tanks. Repairs and Maintenance was down \$4,940. \$35,802.19 in Repairs and Maintenance was moved to SVOG. Operational Supplies were down \$3,523. \$68,996.31 in Operational Supplies were moved to SVOG. HRA for the month was \$247,008. Net Income was up \$274,668 Actual vs Budget. SVOG will have an additional \$734,658.24 in expenses reclassified into the grant. These expenses were incurred prior to the June 30th deadline and incurred within the locked in categories of the SVOG.

Commissioner Bartolo asked about the FY23 Budget. The significant changes for the FY23 Budget include a projected decrease in HRA Tax Revenue, and a significant increase in Utilities Expense. Current electricity rates are only locked in through December 31, 2022.

A Special Finance Committee Meeting will be held on Wednesday, August 10, 2022 at 11:30 am to discuss the FY23 Budget.

Due to the requirement of the 30 Day Public Posting of the FY23 Budget, the regularly scheduled PCCA meeting for August will need to be rescheduled. A motion to approve rescheduling the August 25, 2022 PCCA Meeting to August 29, 2022 was requested. Moved: Commissioner Bartolo. Seconded: Commissioner Semonis. Passed unanimously by roll call vote. (Commissioner Frausto Aboytes did not vote.)

Capital Committee:

Commissioner Bartolo gave an update. Staff is continuing to work on documents requested to release the DCEO funding. Markings have started in the parking lots to begin the resurfacing project. The Cooling Towers project continues. The steel was successfully lifted onto the roof and the system was shut down on July 7th and July 8th to install the new water lines. The bid documents and specifications are complete for the entire Roof Replacement and are ready for advertisement. The project might be awarded in pieces with the Theater roof being priority. The Capital Committee approved the recommendation of replacing the security camera server and adding or replacing 21 security cameras. This will be presented as an action item later in this meeting.

CONSENT AGENDA ITEMS:

1. Minutes from June 23, 2022 PCCA Meeting

Motion of Unanimous Consent to Approve the Consent Agenda Items: Moved: Commissioner Ross. Seconded: Commissioner Bartolo. Passed unanimously by roll call vote.

ACTION ITEMS:

1. Appointment of FOIA Officer

Motion to Approve the Appointment of FOIA Officer Matthew Johnson

Moved: Commissioner Bartolo. Seconded: Commissioner Ross. Passed unanimously by roll call vote. (Commissioner Frausto Aboytes did not vote.)

2. Investment Policy

Motion to Table Investment Policy Until Next PCCA Meeting

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

3. FY23 Budget – Version 1 – Public Posting

Motion to Approve FY23 – Version 1 – Public Posting for 30 Days as Required

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

4. Capital Committee Memo – Camera Server and Cameras: Accept the proposal from Heart Technology for \$29,686.05.

Motion to Approve Capital Committee Memo – Camera Server and Cameras: Accept the proposal from Heart Technology for \$29,686.05.

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

DISCUSSION/INFORMATIONAL ITEMS:

Commissioner Semonis updated the PCCA on the status of the Property/Casualty Insurance. Director of Finance Mindi Baumann is in the process of getting information out to three companies for quotes. Legal Counsel Robert Gates informed the PCCA that as of Monday, Kavanagh, Scully, Sudow, White & Frederick P.C. are merging with Heyl, Royster, Voelker & Allen, P.C.

Public Comment:

None

Executive Session:

PCCA Legal Counsel Robert Gates informed the committee that there was a need for Executive Session as permitted by the 5 ILCS 120/2(c)(5) and 5 ILCS 120/2(c)(6) regarding Leases and Real Estate Matters.

Motion to Move to Executive Session at 4:45 pm.

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

Motion to Come Out of Executive Session at 5:40 pm.

Moved: Commissioner Bartolo. Seconded: Commissioner Ross. Passed unanimously by roll call vote. (Commissioner Frausto Boytes was not present for this vote.)

Adjournment:

Chairman Greer-Batton informed the committee that the next PCCA Meeting will be on Monday, August 29, 2022. Chairman Greer-Batton requested a motion to adjourn.

Motion of Unanimous Consent to Adjourn:

Motion made by Commissioner Semonis. Seconded by Commissioner Bartolo. Motion passed with no objection.

Meeting adjourned at 5:41 pm.