



## PEORIA CIVIC CENTER AUTHORITY

September 23, 2021 at 4:00PM – Regular Meeting No. 1

### MINUTES

Chairman Bartolo called the regular meeting of the Peoria Civic Center Authority to order at 4:02 pm, Thursday, September 23, 2021 at the Peoria Civic Center via video & conference call.

#### **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  
Commissioner Joseph Dalfonso

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

Commissioner Deborah O'Fallon Roethler  
Commissioner Norris Chase

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

Rik Edgar, General Manager  
Mindi Baumann, Director of Finance  
Will Kenney, Director of Operations  
Beau Sutherland, Director of Sales and Marketing  
Brian Pickerill, Peoria Expo  
Robert Gates, PCCA Legal Counsel

#### **Others Present**

Stephanie Coad, Dewberry

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

**Motion to proceed with the PCCA Meeting by automated attendance:** Moved: Commissioner Manning. Seconded: Commissioner Greer-Batton. Passed unanimously by voice vote.

## **OPERATING REPORTS:**

### **Venue Report:**

General Manager Rik Edgar introduced Brian Pickerill. Brian is the Peoria Expo Services Manager. The Peoria Expo has brought in \$48k over the past four months. Brian thanked the board for taking a chance on this venture. General Manager Rik Edgar stated that Brian has been a phenomenal addition to the PCC Team.

General Manager Rik Edgar discussed the August 2021 Venue Report. The PCC finished FY21 ahead of budget by \$1,034,233 dollars (net income measurement). The Directors and Managers made this possible by closely monitoring the budget and utilizing internal resources to maximize revenue opportunities. More than \$225k in net income was added to budget with non-budgeted events that were hosted during the year.

Foreigner was the first sold-out event post COVID. It is now one of the Top 10 Selling shows in the history of the theater.

A pattern is being recognized with events canceling their 2021 events, postponing until 2022 or shifting to a virtual model. Typically the no-show rate for events is 5-8%. The industry is seeing a 20% no-show rate for some events.

General Manager Rik Edgar reported the 2022 calendar year is looking promising.

In August and September staff attended one of four Lunch 'N' Learn training sessions. The focus of this training was on the Event Booking scheduling software.

In August Operations worked on the boilers project demolition. The Boiler Replacement Project is projected to be completed on schedule.

Business Development and Marketing designed and installed new back of house theater directional signage in August.

General Manager Rik Edgar was happy to announce Swan Lake and Martina McBride will be performing at the Peoria Civic Center. Events are shifting out of 2021, but there are promising signs for 2022.

**PACVB Report:**

Commissioner Dalfonso stated that the PACVB will include a report for the board in the packet starting next month. Currently the PACVB is working on a good potential event for the city. They are working with the hotels and looking at the occupancy rates. The PACVB is continuing to work on possible events for the Spring of 2022.

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

Finance Committee Chairman Karrie Ross informed the PCCA that the CliftonLarsonAllen LLP Audit Engagement Letter will be presented at the next meeting.

Director of Finance Mindi Baumann reviewed the August Financial Statements. We had two events in August. Total Event Income for the month was \$44,590. Other Income consisted of recycling and a utility rebate. Advertising was up slightly due to the recognition of some contracts. Salaries for the month were up due to more staff returning from furlough. Legal Fees included expenses for the SAVOR Union Contract negotiations. Operating Expenses were up due to some repairs needed on SAVOR equipment. Adjusted Gross Income for the month was up \$57,633 Actual vs Budget. \$1 Million from the City was recognized in HRA. Net Income was up \$1,209,315 Actual vs Budget.

**Capital Committee:**

Director of Operations Will Kenney reviewed his Operations Project Report. This month the projects consisted of: Boiler Replacement project, replacing Theater Lobby lights with LED lighting, and patching roof leaks.

**CONSENT AGENDA ITEMS:**

1. Minutes from August 26, 2021 PCCA Meeting
2. Minutes from September 14, 2021 PCCA Special Meeting

**Motion to Approve the Consent Agenda Items:**

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

**ACTION ITEMS:**

1. Discussion and action and analysis related to capital improvements, repairs, remodeling, and/or design related to Arena flooring and equipment, including ice flooring and/or chilling equipment.

Chairman Bartolo spoke with Brian Lund the President and COO of the parent company that holds the controlling interest in the Rivermen Hockey franchise. An Amendment to the existing agreement with the Rivermen was negotiated. PCCA Legal Counsel Robert Gates explained the proposed Amendment.

**Motion to Approve the terms of the Amendment to the existing Rivermen agreement as laid out by Chairman Bartolo and PCCA Legal Counsel Robert Gates:**

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

**2. Capital Committee Memo – Parking Lot Equipment Recommendation: Accept the Quote and Proceed with Purchasing Parking Lot Equipment from Parkonect for \$147,975. This project is to be funded by SVOG.**

**Motion to Approve the Capital Committee Memo – Parking Lot Equipment Recommendation: Accept the Quote and Proceed with Purchasing Parking Lot Equipment from Parkonect for \$147,975. This project is to be funded by SVOG.**

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

**3. Finance Committee – Insurance Premium Comparison Recommendation: Accept the Quote as Presented with the Policy Year Start Date moving to October 1<sup>st</sup>.**

**Motion to Approve the Finance Committee – Insurance Premium Comparison Recommendation: Accept the Quote as Presented with the Policy Year Start Date moving to October 1<sup>st</sup>.**

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

**4. Capital Committee Memo – Box Truck Recommendation: Accept the Quote and Proceed with Purchasing the 2021 Chevrolet LCF 4500 Box Truck from Uftring Auto Group for \$69,531. This purchase is to be funded by 2022 Capital Budget.**

**Motion to Approve the Capital Committee Memo – Box Truck Recommendation: Accept the Quote and Proceed with Purchasing the 2021 Chevrolet LCF 4500 Box Truck from Uftring Auto Group for \$69,531. This purchase is to be funded by 2022 Capital Budget.**

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

**5. Capital Committee Memo – Dance Floor Recommendation: Accept the Quote and Proceed with Purchasing the Magnattach Dance Floor from Mity Inc. for \$30,670. This purchase is to be funded by SVOG.**

**Motion to Approve the Capital Committee Memo – Dance Floor Recommendation: Accept the Quote and Proceed with Purchasing the Magnattach Dance Floor from Mity Inc. for \$30,670. This purchase is to be funded by SVOG.**

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

**6. Capital Committee Memo – Jefferson Ramp High Speed Overhead Door Recommendation: Accept the Proposal and Proceed with the Purchase of a High-Speed Overhead Door from Nation Serve for \$40,000.50. This purchase is to be funded by SVOG.**

**Motion to Approve the Capital Committee Memo – Jefferson Ramp High Speed Overhead Door Recommendation: Accept the Proposal and Proceed with the Purchase of a High-Speed Overhead Door from Nation Serve for \$40,000.50. This purchase is to be funded by SVOG.**

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

**7. Capital Committee Memo – Jefferson Street Sidewalk Recommendation: Accept the Proposal and Proceed with the Repair of the Jefferson Street Sidewalk from Western Specialty Contractors for \$48,500. This purchase is to be funded by the 2022 Capital Budget.**

**Motion to Approve the Capital Committee Memo – Jefferson Street Sidewalk Recommendation: Accept the Proposal and Proceed with the Repair of the Jefferson Street Sidewalk from Western Specialty Contractors for \$48,500. This purchase is to be funded by the 2022 Capital Budget.**

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

**8. Capital Committee Memo – Parking Lot Equipment**

This Agenda Item is a duplicate. This Action Item is the same as Action Item 2.

**DISCUSSION/INFORMATIONAL ITEMS:**

**NONE**

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

There was no need for an Executive Session.

**Adjournment:**

Chairman Bartolo requested a motion to adjourn.

**Motion to Adjourn:**

Motion made by Commissioner Greer-Batton. Seconded by Commissioner Lyons.

Motion passed unanimously by voice vote.

Meeting adjourned at 5:08 pm.