



## PEORIA CIVIC CENTER AUTHORITY

October 28, 2021 at 4:00PM – Regular Meeting No. 2

### MINUTES

Chairman Bartolo called the regular meeting of the Peoria Civic Center Authority to order at 4:03 pm, Thursday, October 28, 2021 at the Peoria Civic Center via video & conference call.

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

Chairman Matt Bartolo  
Commissioner Yvonne Greer-Batton  
Commissioner Karrie Ross (Arrived at 4:05pm)  
Commissioner Richard Semonis  
Commissioner Robert Manning  
Commissioner Lon Lyons

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

Commissioner Christell Frausto Aboytes

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

Commissioner Sid Ruckriegel  
Commissioner Deborah O'Fallon Roethler

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

Commissioner Joseph Dalfonso  
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  
Barbara Wiggins, Director of Food and Beverage  
Ashley Clayton, Booking Coordinator  
Robert Gates, PCCA Legal Counsel

#### **Others Present**

Stephanie Coad, Dewberry  
Beth Reusch, PACVB

Chairman Bartolo called the meeting to order at 4:03 pm. He requested that roll call be taken, Quorum present.

**Motion to proceed with the PCCA Meeting by automated attendance:** Moved: Commissioner Greer-Batton. Seconded: Commissioner Lyons. Passed unanimously by voice vote. Commissioner Ross was not present for this vote.

## **OPERATING REPORTS:**

### **Venue Report:**

General Manager Rik Edgar reported multiple events cancelled or postponed during the month of September. The longer-term forecast is for events to move to the 2022 calendar year. We are seeing no-show rates that can be as high as 20%. In September, all of the shows exceeded expectations. Blippi performed before a sold-out audience and broke the record for highest grossing family theater show in the history of the venue. AJR was the first arena concert since COVID. AJR was well attended and was the first event with negative COVID test or vaccine for admission. Jo Koy doubled the sales of his 2019 Peoria performance.

Director of Sales and Marketing Beau Sutherland reported that 16 events for 2022 were booked in September.

General Manager Rik Edgar reported to get the ice plant system operational for the upcoming season we had to procure 3,500 pounds of R-22 at a cost of a little more than \$130k. The Rivermen agreed to help off set some of those costs with a \$40,000 contribution.

Recently announced events include Winter Jam, Jurassic Quest, and The Bachelor Live on Stage. General Manager Rik Edgar stated that four more show announcements will be coming soon.

We had six new staff members join the Peoria Civic Center. General Manager Rik Edgar introduced Barbara Wiggins. She is the new Director of Food and Beverage. She introduced herself and said she is excited to be involved and to be back in the industry.

### **PACVB Report:**

It was requested that this report be removed from this spot on the agenda and be presented later in the meeting.

## **COMMITTEE REPORTS:**

### **Finance Committee:**

Finance Committee Chairman Karrie Ross informed the PCCA that the September Financial Statements were presented to the Finance Committee on Tuesday, October 26, 2021. We are now in a new fiscal year. The Finance Committee will have a couple action items to present later in the meeting.

Director of Finance Mindi Baumann reviewed the September Financial Statements. We had nine event days in September. These included comedy shows, a concert, and Blippi. Total Attendance for the month was 8,755. Total Event Income Actual vs Budget was down due to cancelled events. Adjusted Gross Income was down \$8,576 Actual vs Budget. Net Income for the month was up \$170,906 Actual vs Budget. Labor of \$146,234.46 and Utilities of \$48,483.83 were applied to the SVOG Grant in September. Staff will work on a monthly report for the SVOG Grant to be submitted to the Finance Committee and PCCA.

### **Capital Committee:**

Capital Committee Chairman Matt Bartolo reported the Capital Committee met on Monday, October 25, 2021. Director of Operations Will Kenney stated they are working with Dewberry on the final \$25 million Budget. The Capital Committee will be holding a special meeting before December 9, 2021.

## **CONSENT AGENDA ITEMS:**

### **1. Minutes from September 23, 2021 PCCA Meeting**

#### **Motion to Approve the Consent Agenda Item:**

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

## **ACTION ITEMS:**

**1. Finance Committee – CliftonLarsonAllen LLP Audit Engagement Letter Recommendation: Accept the CliftonLarsonAllen LLP Audit Engagement Letter as Presented. If a Single Audit is not needed for FY21, the rate will be adjusted accordingly.**

**Motion to Approve the Finance Committee – CliftonLarsonAllen LLP Audit Engagement Letter Recommendation: Accept the CliftonLarsonAllen LLP Audit Engagement Letter as Presented. If a Single Audit is not needed for FY21, the rate will be adjusted accordingly.**

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

**2. Finance Committee – Insurance – Cyber Liability and Director & Officer Insurance.**

No action was taken.

**3. Capital Committee Memo – Stage Decks, Frames, Skirting & Cart Recommendation: Accept the Quote and Proceed with the Purchase of Stage Deck Pieces, Frames, Skirting and Cart from Stage Right for \$35,115. This purchase is to be funded by SVOG.**

**Motion to Approve Capital Committee Memo – Stage Decks, Frames, Skirting & Cart Recommendation: Accept the Quote and Proceed with the Purchase of Stage Deck Pieces, Frames, Skirting and Cart from Stage Right for \$35,115. This purchase is to be funded by SVOG.**

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

**4. Capital Committee Memo – Genie S65 Straight Boom Lift Recommendation: Accept the Quote and Proceed with Purchasing the Used 2017 Genie S65 Straight Boom Lift from Altorfer Rents for \$72,900. This purchase is to be funded by the Capital Budget 2022-02 (\$50,000) and Capital Contingency (\$22,900).**

**Motion to Approve the Capital Committee Memo – Genie S65 Straight Boom Lift Recommendation: Accept the Quote and Proceed with Purchasing the Used 2017 Genie S65 Straight Boom Lift from Altorfer Rents for \$72,900. This purchase is to be funded by the Capital Budget 2022-02 (\$50,000) and Capital Contingency (\$22,900).**

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

**5. Capital Committee Memo – Kumpf Dock Fence Recommendation: Accept the Proposal and Proceed with the Purchase and Installation of Dock Fencing from Hohulin for \$59,552.51. This purchase is to be funded by the Capital Budget 2022-10 (\$55,000) and Capital Contingency (\$4,552.51).**

**Motion to Approve the Capital Committee Memo – Kumpf Dock Fence Recommendation: Accept the Proposal and Proceed with the Purchase and Installation of Dock Fencing from Hohulin for \$59,552.51. This purchase is to be funded by the Capital Budget 2022-10 (\$55,000) and Capital Contingency (\$4,552.51).**

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

**6. Capital Committee Memo – PCC Roof Replacement Design Work Recommendation: Accept the Proposal and Proceed with the Design Services for PCC Roof Replacement from Dewberry for \$140,000. This is to be funded by the State Capital Bill.**

**Motion to Approve the Capital Committee Memo – PCC Roof Replacement Design Work Recommendation: Accept the Proposal and Proceed with the Design Services for PCC Roof Replacement from Dewberry for \$140,000. This is to be funded by the State Capital Bill.**

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

**7. Capital Committee Memo – Cooling Tower Design Work Recommendation: Accept the Proposal and Proceed with the Design Services of PCC Cooling Tower Replacement from Dewberry for \$82,550. This is to be funded by the State Capital Bill.**

**Motion to Approve the Capital Committee Memo – Cooling Tower Design Work Recommendation: Accept the Proposal and Proceed with the Design Services of PCC Cooling Tower Replacement from Dewberry for \$82,550. This is to be funded by the State Capital Bill.**

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

**8. Capital Committee Memo – Parking Lot Resurfacing Design Work Recommendation: Accept the Proposal and Proceed with the Design Services of PCC Parking Lot Resurfacing from Dewberry for \$74,120. This is to be funded by the State Capital Bill.**

**Motion to Approve the Capital Committee Memo – Parking Lot Resurfacing Design Work Recommendation: Accept the Proposal and Proceed with the Design Services of PCC Parking Lot Resurfacing from Dewberry for \$74,120. This is to be funded by the State Capital Bill.**

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

**9. Capital Committee Memo – Capital Committee Spending Limit Recommendation: Raise the Capital Committee Spending Limit from \$25,000 to \$250,000 only as it applies to the State Capital Grant.**

**Motion to Approve the Capital Committee Memo – Capital Committee Spending Limit Recommendation: Raise the Capital Committee Spending Limit from \$25,000 to \$250,000 only as it applies to the State Capital Grant.**

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

## **OPERATING REPORTS:**

### **PACVB Report:**

Director of Sales Beth Reusch reviewed the PACVB Report. Currently they have four housing events open which include IHSA Speech, IESA Cheerleading, and ILMEA. Their marketing department continues to monitor the website and there has been an increase in activity over the past month.

## **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 4:39 pm.