

## FINANCE COMMITTEE MEETING MINUTES

October 22, 2019

11:30 AM - 2<sup>nd</sup> floor conference room – Peoria Civic Center

PRESENT:	PRATIMA GANDHI	PEORIA CIVIC CENTER AUTHORITY
	MATT BARTOLO	PEORIA CIVIC CENTER AUTHORITY
	JIM SCROGGINS	PEORIA CIVIC CENTER AUTHORITY
	ROBERT MANNING	PEORIA CIVIC CENTER AUTHORITY
	PAUL DIGIALLONARDO (VIA PHONE)	PEORIA CIVIC CENTER AUTHORITY
	LAITH AL-KHAFAJI	PEORIA CIVIC CENTER AUTHORITY
	DEBORAH ROETHLER	PEORIA CIVIC CENTER AUTHORITY
	RIK EDGAR	PEORIA CIVIC CENTER
	DANETTE SNOPEK	PEORIA CIVIC CENTER
	MINDI BAUMANN	PEORIA CIVIC CENTER
	JESSICA MCMULLIN	PEORIA CIVIC CENTER
	WILL KENNEY	PEORIA CIVIC CENTER
	ADAM SMITH	PEORIA CIVIC CENTER
	SARAH LUTHY	PEORIA CIVIC CENTER
	CHRISTINA LEAHY	WMBD

### **Call to Order**

The meeting was called to order by Pratima Gandhi at 11:34 am.

### **Meeting Minutes**

Robert Manning made a motion to approve the minutes from the September 24<sup>th</sup> Finance Committee meeting, Matt Bartolo second. The motion passed unanimously.

### **Old Business**

### **New Business**

Robert Manning made the suggestion to rearrange the order to which items are discussed on the agenda. After approval of minutes, regular and new business will be discussed prior to old business.

### **September 2019 Financial Statements**

Danette Snopek presented the fluctuation report. She reported that in September 2019 while rental income was up, service revenues and service expenses were down due to the rental deal structures. Ancillary and other incomes were also down due to Disney on Ice under-performing. Other line items discussed were operating expenses which was up due to the Rivermen ice installation, and operational supplies which was down due to inventory

controls. HRA Tax Revenue was also more than what was anticipated. Danette also presented the committee the rolling forecast/cash flow statement. The committee approved of the statement, with the addition of a beginning cash balance for the month, and an updated capital expenditures section.

### **Capital Spending Report**

#### **Action Item Update**

#### **Review of Emergency or Urgent Repairs**

#### **Capital Request for Approval/Recommendation**

Siemens System Upgrade Request.

Will Kenney presented a proposal seeking approval to upgrade the Insight Workstation. This is an integral component of the automation system and is nearing it's end. This project was included in the 2020 budget for \$64,000, the bid came in at \$69,950. If approved the remaining \$5,950 will come out of the mechanical/hvac 2020-4 budget. Matt Bartolo made the motion to approve, Laith Al-Khafaji second. The motion passed unanimously.

R22

Will Kenney presented a request to purchase 6000# of R22 refrigerant. The total cost would be \$94,306.08. Matt Bartolo made the motion to approve and Robert Manning second with the contingency of purchasing as cash dictates.

Parking Tax

January 1<sup>st</sup> a tax on parking revenues will be implemented. A request to increase parking to \$10.00 for all events was presented to the committee. This increase would combat the tax implementation, as we are not eligible for any exemptions. Robert Manning made the motion to approve, and Matt Bartolo second. The motion passes unanimously.

#### **Other Business**

A discussion took place regarding a staffing issue that occurred during the October 19<sup>th</sup> Rivermen game. The Jefferson stand was closed, as a result, causing longer than normal

lines. For resolution, Sarah is having employees called to remind them of their shifts, and is researching staffing alternatives such as NPO's.

**HRA Funding Request**

**Adjournment**

Robert Manning made a motion to adjourn the meeting at 12:25 pm. It was seconded by Laith Al-Khafaji. The motion passed unanimously.