



PEORIA CIVIC CENTER®

PEORIA CIVIC CENTER AUTHORITY  
Minutes of January 24, 2019  
Meeting FY19 No. 5

Chairman DiGiallonardo called the regular meeting of the Peoria Civic Center Authority to order at 4:00 p.m., Thursday, January 24 at the Peoria Civic Center in the 2<sup>nd</sup> Floor Conference Room.

VOTING AUTHORITY MEMBERS PRESENT:

**Commissioner Matthew Bartolo**  
**Commissioner Greer-Batton**  
**Commissioner Robert Manning**  
**Commissioner Joseph Dalfonso**  
**Chairman Paul DiGiallonardo**

VOTING AUTHORITY MEMBERS ABSENT

**Commissioner Pratima Gandhi**

NON-VOTING AUTHORITY MEMBERS PRESENT:

**Commissioner Sid Ruckriegel**  
**Commissioner Michael Eddlemon**

NON-VOTING AUTHORITY MEMBERS ABSENT:

**Commissioner Laith AlKhafaji**  
**Commissioner Sylvia Hasinger**  
**Commissioner Don Welch**

SMG/PCC STAFF PRESENT:

**Rik Edgar, General Manager**  
**Danette Snopek, Director of Finance**  
**Will Kenney, Director of Operations**  
**Sarah Luthy, Director of Food & Beverage**  
**Jess McMullin, Director of Sales & Marketing**  
**Adam Smith, Director of Booking**  
**Beau Sutherland, Business Development Manager**  
**Andrew Barra, Marketing Manager**  
**Kelsey Brewer, Marketing & Graphics Coordinator**  
**Paula Crumble, Concessions Manager**  
**Randy Maxwell-Anderson, Senior Banquet Manager**

OTHERS IN ATTENDANCE:

**Dave Stuckel, PCCA Legal Counsel**

Chairman DiGiallonardo called the meeting to order at 4:00 pm. He requested that a roll call be taken. Quorum present.

Chairman DiGiallonardo requested a motion to approve the minutes of the December 6, 2018 PCCA meeting minutes.

**Motion to Approve Meeting Minutes of December 6, 2018 Meeting:**

Moved: Commissioner Manning. Seconded: Commissioner Bartolo. Passed unanimously by voice vote.

**General Manager Report:**

General Manager Rik Edgar reported great momentum for December and January. He turned the floor over to Business Development and Special Events Manager, Beau Sutherland who presented the wrap-up report for the 2<sup>nd</sup> Annual Better Built New Year's Eve Countdown. The inaugural PNC Kids Countdown was a great success, with attendance exceeding expectations. Attendance for the midnight ball drop exceeded last year. With the sponsors help this was a free community event and received rave reviews. Rik Edgar reported that ticketed highlights for the months of December and January were two sold out concerts with Ghost and Chicago and Lynrd Skynrd in the arena did very well. Chris Stapleton was announced in October for the arena. John Mellencamp is sold out, along with the first show of Sebastain Maniscalco. A second show was added with tickets still available. Gabriel Inglesias is also sold out in the theater. The Martin and Short performance is on track to break the theater record. Rik Edgar introduced Andrew Barra, our new Marketing Manager, who showed the board the picture disc and canvas that was presented to Bob Seger, who broke the all-time attendance record for arena concerts.

**Food & Beverage Report:**

Director of Food and Beverage Sarah Luthy introduced Paula Crumble as acting Concessions Manager. A new pizza crust that is gluten free with a cauliflower base was introduced to the board. This is gives patrons an option and especially ones with allergies. The new enhanced Square POS system did not arrive in time to be installed for the Bob Seger concert.

**Facility and Operations Report:**

Director of Operations Will Kenney reported that natural gas usage was slightly below the 2017 average and electrical usage was also down compared to 2017 averages. The maintenance department completed 46 work orders, inspections and preventive maintenance orders. The operations department changed the arena over nine times.

**Marketing Report:**

Director of Booking Adam Smith reported that the turnkey report showed that the Peoria Civic Center, we were at or above in all categories within all other SMG managed facilities.

**Convention Center Sales Report:**

Director of Sales Jess McMullin reported that the sales team for the month of November acquired thirty-seven leads, wrote ten proposals, and executed eight signed contracts. For the month of December acquired twenty-three leads, wrote eleven proposals and executed six contracts. Erin Schaefer attended the Connect Faith Marketplace in Ontario, CA in November. November and December were also networking months with sales blitzes in Bloomington & Springfield. The Groove Connection has already rebooked for next year along with some first time holiday parties. The annual Archery Championship tournament returned again this year. We hosted Business After Hours in the newly remodeled Lexus Club Room and it was a great success, with over 175 area businesses in attendance.

**Sales and Marketing Committee:**

Commissioner Dalfonso reported that the committee had met and discussed the importance of interviews with promoters, especially the trade shows and keeping restaurants and businesses informed of events so they may be prepared. He turned the floor over to Jess McMullin who gave the customer survey scores for the month of November & December at a 9.3. YTD average is 9.3

**Capital Committee:**

Commissioner Bartolo reported that the committee had not met. No action items to put before the board.

**Finance Committee:**

Commissioner Gandhi was absent and Chairman DiGiallonardo turned the floor over to Commissioner Manning who reported that the committee had met and turned the floor over to Director of Finance Danette Snopek who reported the following: in the month of November 2018 we posted \$742,113 for event income versus \$496,274 budget. The Civic Center had over 55,255 patrons in the facility in November. Theater hosted the Broadway show STOMP. Over 3,000 patrons attended and the two shows came in over budget. Jay Leno performed in the theater to 1,500 patrons. Two concerts for Ghost and Chicago were both sold out. The Convention Center hosted the Farm Show with 11,000 patrons attending. Lynyrd Skynyrd performed in the arena with over 6,000 patrons and over-performed financially. Adjusted gross income was \$964,259 compared to budget of \$553,875. YTD Adjust Gross Income is \$2,377,720 versus \$1,131,687 in FY18. In December we hosted over 56,000 patrons in the facility compared to FY18 of 45,000. The arena hosted both the Harlem Globetrotters and Disney on Ice – Frozen with close to 20,000 in attendance. Both of these family entertainment events performed well. Disney on Ice over-performed financially. The Convention Center hosted OSF School of Nursing Graduation with over 1,500 attendees. Midwest Archery and Groove Connection sporting event were held. Midwest Archery exceeded budget. SAVOR-Concessions net sales have increased by more than \$25,000 and catering is up by \$75,000. Sales are up by 40% vs FY18. YTD, the venue has experienced a significant increase in AGI and net income. Current projections have the venue exceeding annual budget expectations and posting a net improvement of \$350,000 versus previous fiscal year.

**Chairman DiGiallonardo requested approval to move Market Analysis, Due Diligence to New Business on the Agenda. There were no objections.**

**Recommendation from Finance Committee for the purchase of seven walk-through Metal Detectors.**

Finance Committee recommends approval of seven walk-through metal detectors from Galls for \$25,316.62

**Motion to approve recommendation from Finance Committee for the purchase of seven walk-through metal detectors.**

Motion was made by Commissioner Dalfonso. Seconded by Commissioner Bartolo. Chairman DiGiallonardo called for a roll call vote. Passed unanimously

**Old Business: None**

**New Business:**

Joni Staley reported that the PACVB hosted the IESA Christmas luncheon in Springfield. She also explained the process that they have put in place informing area restaurants and businesses on upcoming events.

**New Business cont.:**

Recommendation from Finance Committee to conduct preliminary research on market analysis by POV Sports Marketing, not to exceed \$25,000.

**Motion to approve recommendation from Finance Committee to POV Sports Marketing for market analysis.**

Motion was made by Commissioner Manning. Seconded by Commissioner Dalfonso. Chairman DiGiallonardo called for a roll call vote. Passed unanimously

**Public Comment:**

Noting there was no need for an Executive Session; Chairman DiGiallonardo reminded everyone that the next PCCA meeting will be held February 28, 2019 at 4:00 pm, in Lexus Club Room. A reminder will be sent out one week prior to the meeting.

**Adjournment:**

Chairman DiGiallonardo requested a motion to adjourn.

**Motion to Adjourn:**

Motion made by Commissioner Dalfonso. Seconded by Commissioner Greer-Batton. Passed unanimously by voice vote.

Meeting adjourned at 5:02 p.m.