



PEORIA CIVIC CENTER AUTHORITY

August 29, 2022 at 4:00PM – Regular Meeting No. 11

MINUTES

Chairman Greer-Batton called the regular meeting of the Peoria Civic Center Authority to order at 4:07 pm, Monday, August 29, 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 Lon Lyons
Commissioner Matt Bartolo
Commissioner Christell Frausto Aboytes

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
Paula Crumble, Food and Beverage Manager
Ashley Clayton, Booking Coordinator
Robert Gates, PCCA Legal Counsel

Chairman Greer-Batton called the meeting to order at 4:07 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:

General Manager Rik Edgar submitted the Venue Report to be received and filed. He did report a few of the highlights from the month. It should be noted that if we did not have any SVOG funds in the current budget that the venue would have been profitable this fiscal year. The Convention Center hosted four events in July. Quad Con, in its second year at the PCC, doubled its attendance from 2021 with more than 2,000 fans in attendance. The Peoria Civic Center has hired Keith Wresinski as the Business Development Manager. Show announcements include Trinity of Terror and Blackberry Smoke. More show announcements will be coming after Labor Day.

Director of Sales and Marketing Beau Sutherland presented our new QR Code Wayfinding Signage that has been installed around the building. This will allow patrons to get information about what is available in the area as well as being able to access the agenda for their specific event. Also, the Played in Peoria wall has been updated with new lighting and signage. Marketing is excited about the fall and the upcoming show announcements.

PACVB Report:

Commissioner Dalfonso reported for the PACVB. He updated the PCCA that Beth Reusch is now working part-time for the PACVB. Staff is working on covering her clients. In July there was a lot of traffic to the region. The Pere Marquette had a good July. Hotels had almost record breaking revenues for the month of July. This is good for the region, the downtown, and the Pere Marquette.

Venue Report(continued):

General Manager Rik Edgar introduced Food and Beverage Manager Paula Crumble. Paula reported that she and her staff have been working on menu items that can be handheld and easily eaten while walking around. She prepared samples of the Pot Stickers and Egg Rolls for the PCCA to taste test. General Manager Rik Edgar reported menu items like these can have a lower cost and higher value.

COMMITTEE REPORTS:

Finance Committee:

Commissioner Ross provided 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 retroactive to March. The final draft of the Investment Policy is included in the packet. The FY23 Budget was reviewed by the Finance Committee. Commissioner Ross then turned it over to Director of Finance Mindi Baumann to review the July 2022 Financial Statements.

Director of Finance Mindi Baumann reviewed the July Financial Statements. In July we had 7 event days with an attendance of 11,868. Successful events included Greta Van Fleet, Joe Gatto, Quad Con, and ADA Resource Fair. Ticket Rebates had a stellar month. They were up \$113,427 Actual vs Budget. Adjusted Gross Income was up \$185,439 Actual vs Budget. Net Salaries and Benefits were down \$43,156 for the month with nothing being moved to SVOG. General and Administrative Expenses were up \$10,010 due to the implementation of the new HR platform. Repairs and Maintenance was down \$8,387. \$17,920.34 in Repairs and Maintenance was moved to SVOG. Utilities were down \$2,875. No money was moved to SVOG for Utilities in July due to that budget being complete. \$100,598.50 in total expenses were moved to SVOG for the month of July. HRA Tax Revenue was up \$166,321 Actual vs Budget. Net Income was up \$327,444 Actual vs Budget. Commissioner Bartolo asked what HR platform we will be using. Director of Finance Mindi Baumann reported we will be using Workday as our new HR platform.

Capital Committee:

Capital Committee Chairman Bartolo reported that the Capital Committee did meet, and the majority of the time was spent on Roof bids. Commissioner Bartolo then turned it over to Director of Operations Will Kenney to review the ongoing projects.

Director of Operations Will Kenney reported the DAS System is 85% complete and expected to be done September 30th. The Theater Elevator has been fixed and was working for the John Mulaney show. The Arena Camera Platforms/Lofts are expected to be complete on September 16th. The Parking Lot Controls equipment is onsite and will be installed based on the parking lot resurface schedule. The Arena Club Room Remodel is expected to be completed before our Ghost concert. In the Arena, the yellow lines on the steps are being repainted. The crane will be onsite this week for the Cooling Towers. The Parking Lot Resurfacing project is continuing. The Fulton Lot is complete. The Roof Replacement will be discussed later in this meeting. General Manager Rik Edgar informed the PCCA that with the parking lot updates, the staffing of the lots will come back in-house. We intend to keep parking staff on until the end of shows to help with egress. Staff will keep the PCCA updated on the Parking Lot Controls project as well as the potential increase in revenue with the new system.

CONSENT AGENDA ITEMS:

1. Minutes from July 28, 2022 PCCA Meeting

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

PUBLIC HEARING – FY23 BUDGET:

Legal Counsel Robert Gates stated the FY23 Budget has been publicly posted for the required period of time. General Manager Rik Edgar informed the PCCA that staff did not receive any comments or question from the public regarding the FY23 Budget.

Motion to Open the Public Hearing – FY23 Budget

Moved: Commissioner Lyons. Seconded: Commissioner Ross. Passed unanimously by roll call vote. (Commissioner Frausto Aboytes did not vote because she was disconnected during this vote.)

A call for comments from the public was requested. Hearing none, a motion was made to close the Public Hearing – FY23 Budget.

Motion to Close the Public Hearing – FY23 Budget

Moved: Commissioner Bartolo. Seconded: Commissioner Lyons. Passed unanimously by roll call vote. (Commissioner Frausto Aboytes did not vote because she was disconnected during this vote.)

ACTION ITEMS:

1. Appoint Robert C. Gates, with Heyl, Royster, Voelker & Allen, P.C. as the Attorneys for the Peoria Civic Center Authority

Motion to Approve the Appointment of Appoint Robert C. Gates, with Heyl, Royster, Voelker & Allen, P.C. as the Attorneys for the Peoria Civic Center Authority

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

2. Investment Policy

Motion to Approve the Investment Policy as Presented

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

3. FY23 Budget - Final

Director of Finance Mindi Baumann along with General Manager Rik Edgar and Finance Committee Chairman Ross reviewed the FY23 Budget – Final.

Motion to Approve FY23 Budget – Final. This is an updated version from the original public posting.

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

4. Community Foundation – Public Art Fund – Release of Funds

Motion to Approve Community Foundation – Public Art Fund – Release of Funds in the Amount of \$401.43 for the Use of Cedric the Dragon Sculpture Signage

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

5. Capital Committee Memo – Roof Replacement Bid: Approve up to \$7,949,107.00 and proceed with the roof replacement project with the understanding that we will award individual low base bids to individual contractors.

Motion to Approve Capital Committee - Roof Replacement Bid: Base Bid 1 Theater from Western Specialty in the amount of \$1,342,628.00. Staff to report back to the PCCA on our Cash Position before other bids will be awarded.

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

DISCUSSION/INFORMATIONAL ITEMS:

None

Public Comment:

None

Executive Session:

There was no need for an Executive Session.

Adjournment:

Chairman Greer-Batton informed the committee that the next PCCA Meeting will be on Thursday, September 22, 2022. Chairman Greer-Batton requested a motion to adjourn.

Motion of Unanimous Consent to Adjourn:

Motion made by Commissioner Ross. Seconded by Commissioner Lyons. Motion passed with no objection.

Meeting adjourned at 5:02 pm.

