



PEORIA CIVIC CENTER AUTHORITY
Minutes of September 26, 2016
Meeting FY17 No. 1

Chairman Manning called the regular meeting of the Peoria Civic Center Authority to order at 11:45 a.m., Monday September 26, 2016 at the Peoria Civic Center in the Lexus Club.

VOTING AUTHORITY MEMBERS PRESENT:

Commissioner Pratima Gandhi
Commissioner Paul DiGiallonardo
Commissioner Matt Bartolo
Commissioner Sylvia Hasinger
Chairman Bob Manning

AUTHORITY MEMBERS ABSENT:

Commissioner Joseph Dalfonso
Commissioner Yvonne Greer-Batton

NON-VOTING AUTHORITY MEMBERS PRESENT:

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Commissioner James Lynch
Commissioner Ryan Spain
Commissioner Jason Stringer
Commissioner Don Welch

SMG/PCC STAFF PRESENT:

Anne Clayton, General Manager
Ben HOLETON, Booking Manager
Carol Krumwiede, Sales Assistant
Danette Snopek, Director of Finance
Jo Stowell, Senior Sales Manager
Andrew VanDeweghe, Director of Food & Beverage

OTHERS IN ATTENDANCE:

Cara Allen, PACVB
Dave Stuckel, PCCA Legal Counsel
Thomas Bruch, PJS

Chairman Manning called the meeting to order at 11:45 a.m. Roll call with a quorum present.

Chairman Manning requested a motion to approve the minutes of the August 25, 2016 PCCA meeting.

Motion to Approve Meeting Minutes of August 25, 2016 Meeting:

Moved: Commissioner Matt Bartolo. Seconded: Commissioner Hasinger. Passed: Unanimously by voice vote.

General Manager Report:

General Manager Anne Clayton reported that the Peoria Civic Center hosted a drop-in rehearsal for the Bad Boy Family Reunion Tour promoted by Live Nation. Staff worked very hard to make sure everything went smoothly. Live Nation has contacted us about additional rehearsals for 2017. The September LTD Summit was a success, with over 10,000 attending the event. A new sales report is being created to include information on prospecting, proposals, booked and lost business. This will be ready to present to the Sales and Marketing Committee and the PCCA board for review next month. Eric Church tickets went on sale September 23rd and have sold 60% to capacity thus far. We will post a notice on the website stating that there are still great seats available.

SAVOR Report:

Director of Food & Beverage Andrew VanDeweghe reported that SAVOR had a busy month that included all the catering for the Bad Boy Tour rehearsal in August. They received kudos from tour management for their quick execution on such short notice. Five different themed food stations were set up in the exhibit halls as a food court for the LTD attendees. Cara Allen reported that a few downtown restaurants had provided food discounts for LTD attendees and a number of restaurants opened for special hours on that weekend. Andrew VanDeweghe, Chef Leo Carney and Sarah Luthy attended the SMG Food & Beverage National Conference that was held last month at McCormick Place in Chicago.

Operations Report:

Director of Operations Will Kenney was not present to give his report.

Marketing Report:

Senior Marketing Manager Megan Pedigo was not present to give her report.

Sales and Booking Report:

Senior Sales Manager, Jo Stowell reported that she and Erin Schaefer attended the Connect Marketplace event in Dallas, Texas focusing on the Association and Sporting markets. Jo also reported that we have booked a large consumer show for the next 6 years.

Booking Manager Ben Holeyton reported that we have booked an arena show for the month of December and are working on a couple of arena shows for the spring. Work has started on the Broadway Theater Series for the 2017-2018 season.

Sales & Marketing Committee:

Commissioner Dalfonso was not present to give the report.

Capital Committee:

Commissioner Bartolo discussed the Winterfest Site project bid process. On September 12, 2016 the bid opening was held with the lowest bid greatly exceeding the \$80,000 budget for the project. After meetings with the architects, contractor and Will Kenney to discuss value engineering, the project bid was reduced to \$84,876. This was recommended for approval by the Capital Committee.

Motion to accept a bid of \$84,876 from Wm. Aupperle & Sons, Inc.

Moved by Commissioner Bartolo. Seconded: Commissioner Gandhi. Chairman Manning called for a roll call vote and it was passed unanimously.

Finance Committee:

Commissioner Gandhi reported that the Finance Committee met on August 23, 2016. She turned the floor over to Danette Snopek, Director of Finance. August was a good month with 31 actual event days compared to 12 budgeted event days, which caused event income to be over budget by \$89,000. The HRA subsidy received was over budget by approximately \$280,000. Commissioner DiGiallonardo commended the Convention Sales team on the great progress that has been made within the last year.

PAVCB:

The PACVB also participated in the Connect Marketplace event held in Dallas, Texas. They conducted a geo-fencing campaign to all meeting planners attending the conference and distributed 500,000 apps. When the meeting planners click on one of the apps, the Peoria area and Peoria Civic Center pop up to give the planners information on what is available in the area. So far there have been 863 hits and planners will continue to receive updates about Peoria. The PCC and PACVB will run a contest this spring to include Broadway tickets and a stay at the Pere Marquette. The PACVB will also be attending the IESA luncheon in Springfield and a trade show for small market meeting and sporting planners.

Old Business:

None

New Business:

Request for Estoppel Certificate for the Pere Marquette Connector:

A request from the Pere Marquette to approve the original Estoppel Agreement for the skywalk that connects the Pere Marquette and the Peoria Civic Center to stay in place and enforced. This is a routine agreement.

Motion to Approve Estoppel Certificate.

Moved: Commissioner Hasinger. Seconded: Commissioner DiGiallonardo. Passed: Unanimously by voice vote.

Public Comment: None

Noting that there was no need for an Executive Session, Chairman Manning reminded everyone the next PCCA meeting will be held October 27, 2016 in the Lexus Club Room at 4:00 pm. A reminder will be sent out one week prior to meeting.

Chairman Manning requested a motion to adjourn.

Motion to Adjourn:

Moved: Commissioner Matt Bartolo. Seconded: Commissioner Gandhi. Passed: Unanimously by voice vote. Meeting adjourned at 12:15 pm.