



PEORIA CIVIC CENTER®

PEORIA CIVIC CENTER AUTHORITY  
Minutes of December 6, 2018  
Meeting FY19 No. 3 & 4

Chairman DiGiallonardo called the regular meeting of the Peoria Civic Center Authority to order at 4:00 p.m., Thursday, December 6, 2018 at the Peoria Civic Center in the Lexus Club 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 Laith AlKhafaji**  
**Commissioner Sid Ruckriegel**  
**Commissioner Don Welch**  
**Commissioner Sylvia Hasinger**  
**Commissioner Michael Eddlemon**

NON-VOTING AUTHORITY MEMBERS ABSENT:

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**  
**Erin Schaefer, Senior Sales Manager**  
**Josey Laurizen, Sales Manager**  
**Val Scott, Housekeeping**  
**Margaret Williams, Housekeeping**

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 October 25, 2018 PCCA meeting minutes.

**Motion to Approve Meeting Minutes of October 25, 2018 Meeting:**

Moved: Commissioner Bartolo. Seconded: Commissioner Greer-Batton. Passed unanimously by voice vote.

**General Manager Report:**

General Manager Rik Edgar presented Val Scott and Margaret Williams with the first PCC Rock Star Award for the excellent customer service. Two elderly patrons had attended a performance of STOMP and could not find their vehicle. After the building had cleared, Val and Margaret walked with them, located their car and made sure that they were safely inside. For the month of October the PCC generated more than a million dollars in adjusted gross income. In business development, we renewed some of our existing sponsorships and are securing a sponsorship for the new box office across from the theater. New Year's Countdown, we will do the ball drop for our younger patrons at 7:00pm and again at 12:00am for the older crowd. We have entered into a partnership with Heartland Parking, who will be now be overseeing our parking lots. Ticketed highlights for the month of October were Lion King with attendance of over 30,000 patrons. Lion King alone had an economic impact for our area of 7.8 million dollars. Also in the month of October, Keith Urban had an almost sold out concert in the arena and along with a performance of the Lion King that night in the theater, we had over 12,000 patrons in the facility. Monster Jam did very well again in the arena. In the theater, Elevation Worship was a sold out performance along with PSO's concert of Harry Potter and Disney JR. was well attended. Announced were the Zac Brown Band and Blake Shelton in the arena, ticket sales are going extremely well. Sebastian Maniscalco and Gabriel Iglesias were announced in the theater and both shows sold out just minutes after tickets went on sale. We have added another show for Sebastian Maniscalco due to patron demands. In August we will have Weird Al Yankovich in the theater. On the administrative side, we now have filled all our full time positions.

**Food & Beverage Report:**

Director of Food and Beverage Sarah Luthy introduced Executive Chef Leo Carney who showcased new equipment and what it can do. He prepared several different items that will be available to clients to create a unique menu customized to their budget and needs. Also SAVOR will now be using biodegradable disposal cups, these cups will break down after 4 years, unlike Styrofoam. General Manager informed the board that an adjustment in the purchase price of the new POS system that had been approved at the October PCCA meeting. The adjusted amount will be \$48,000 instead of the approved amount of \$65,000. The new system should be installed before the Bob Segar concert on January 22<sup>nd</sup>.

**Facility and Operations Report:**

Director of Operations Will Kenney reported that he had attended an Ameren Energy Symposium in October. Gas and electric usage was up again this month due to early ice in and larger event load. Maintenance completed 95 work orders and restored the theater after Lion King. Final inspection with Ameren of the arena LED lighting has been completed.

**Marketing Report:**

Director of Booking Adam Smith reported that the turnkey surveys for ticketed events for the PCC exceeded SMG average over other venues in all categories, except one. Ticketed purchases by location broke down as: Peoria/Bloomington 45%, outside our area 55%. Ticket sales by Point of Purchase broke down: Box Office 85% and Ticketmaster 15%.

**Convention Center Sales Report:**

Director of Sales Jess McMullin reported that the sales team for the month of October acquired thirty-five leads, wrote nineteen proposals, and executed twenty signed contracts. Erin Schaefer attended the TEAMS Sports conference in Louisville KY and Connect Faith in Ontario CA. In December will be attending the SMG sponsored IAEE Expo Expo in New Orleans LA. Illinois Government Finance Officers will be returning. Jess McMullin introduced new sales manager, Josey Lauritzen to the PCCA board.

**Sales and Marketing Committee:**

Commissioner Dalfonso reported that the committee had met and are working on new action items. He turned the floor over to Jess McMullin who gave the customer survey scores for the month of October at a 9.3. YTD average is 9.3

**Capital Committee:**

Commissioner Bartolo reported that the committee had 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 reported the following: in the month of October we posted \$956,481 for event income verses \$381,597 for October 2017 which is 250% improvement. The Peoria Civic Center hosted 76,645 patrons in the month. The theater hosted 33,863 patrons over the month. More than \$500,000 in direct revenues were generated from the theater events with Lion King providing more than 7.8 million in economic impact revenue for the community. Convention Center hosted five large conventions that brought in more than 14,700 patrons in to the facility. Keith Urban and Monster Jam accounted for more than 15,000 patrons in the arena. Both shows exceeded budget expectations. Adjusted gross income was \$1,045,234 compared to October 2017 of \$440,434. TRF funds are not included in the October AGI income.

**Chairman DiGiallonardo requested a motion to approve the October FY19 financials.**

**Motion to Approve the October FY19 financials:**

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

**Chairman DiGiallonardo requested approval to move the Fiscal 2018 audit up the agenda, after approval of the October 25<sup>th</sup>, 2018 meeting minutes. There were no objections.**

**Recommendations from Finance Committee are as follows:**

Renewal of the business insurance for the commercial casualty coverage for general liability, TULIP deposit, business auto, excess liability, and storage tank liability from National Casualty. Premium for December 2018 through December 2019 will be \$61,515; this is an increase of \$2,334. Adam Pulley from Clifton Larson Allen presented the FY18 Audit. The audit showed no deficiencies. Event revenues saw an increase of 4%. Ancillary income and operating income, not including depreciation saw a decrease.

**Motion to approve recommendation from Finance Committee for FY19 business insurance for \$61,615.**

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

**Motion to approve recommendation from Finance Committee to receive and file the FY18 Audit.**

Motion was made by Commissioner Manning. Seconded by Commissioner Bartolo. Passed unanimously by voice vote.

**Old Business: None**

**New Business:**

Commissioner Welch reported that the PACVB hosted the IESA Holiday Luncheon in Springfield. Putting the final touches on the Jingle Bell 5k hosted by the PACVB.

**Consideration of Revised Authority Bylaws:**

David Stuckel, PCCA legal counsel revised the PCCA bylaws, removing antiquated and revising out dated language.

**Motion to approve Revised Authority Bylaws**

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

**Public Comment:**

Noting there was no need for an Executive Session; Chairman DiGiallonardo reminded everyone that the next PCCA meeting will be held January 24th, 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 Manning. Seconded by Commissioner Greer-Batton. Passed unanimously by voice vote.

Meeting adjourned at 4:41 p.m.