

## FINANCE AND FACILITY COMMITTEE MEETING MINUTES

March 24, 2020

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

PRESENT:	MATT BARTOLO	PEORIA CIVIC CENTER AUTHORITY
	RIK EDGAR	PEORIA CIVIC CENTER
	MINDI BAUMANN	PEORIA CIVIC CENTER
	SHELLEY NORDWALL	PEORIA CIVIC CENTER
	DAWN HOLLY	PEORIA CIVIC CENTER
	SARAH LUTHY	PEORIA CIVIC CENTER
	WILL KENNEY	PEORIA CIVIC CENTER
VIA PHONE:	ROBERT MANNING	PEORIA CIVIC CENTER AUTHORITY
	LAITH AL-KHAFAJI	PEORIA CIVIC CENTER AUTHORITY
	MIKE EDDLEMON	PEORIA CIVIC CENTER AUTHORITY
	JIM SCROGGINS	PEORIA CIVIC CENTER AUTHORITY
	RICHARD SEMONIS	PEORIA CIVIC CENTER AUTHORITY
	HENRY VICARY	PEORIA CIVIC CENTER AUTHORITY
	SID RUCKRIEGEL	PEORIA CIVIC CENTER AUTHORITY COUNCIL LIAISON
	DAVE STUCKEL	PEORIA CIVIC CENTER LEGAL COUNSEL
	RICH MACKEIGAN	ASM GLOBAL
	DEBORAH ROETHLER	PACVB BOARD MEMBER
	ERIN SCHAEFER	PEORIA CIVIC CENTER
	JERRY JOHNSON	PEORIA CIVIC CENTER

### **Call to Order**

The meeting was called to order by Matt Bartolo at 11:31 am.

### **Teleconference Meeting**

Dave Stuckel advised the committee a motion needed to be made to hold the meeting via teleconference. Robert Manning made such motion, Mike Eddlemon second. The motion passed unanimously.

### **Meeting Minutes**

Robert Manning made a motion to approve the minutes from the February 25, 2020 Finance and Facility Committee meeting, Laith Al-Khafaji second. The motion passed unanimously.

### **COVID 19 Update**

Matt Bartolo discussed what a trying week this has been and that conservation efforts are being discussed as well as measures needed to have a safe work environment. He turned it over to Rik Edgar to discuss what has occurred, where we are with cash flow, and what we are looking at for staffing. Rik Edgar stated that \$1.3 million in events have moved to a later date. Some in this fiscal year and some into next. The Peoria Civic Center will not be receiving any more HRA funding at this time. What was going to be a positive year financially

for the Peoria Civic Center has now turned into a negative year. Right now staff is working on cost saving measures. Those include saving on utilities, minimizing repairs and maintenance, and suspending all capital projects except for the rolling door that is needed so the building can be secure. A list has been sent to corporate to look at temporary reductions in the workforce. Matt Bartolo and Rik Edgar discussed the HRA funding that has already been committed to events that have been cancelled. They wanted to inform the committee that they are looking into using those funds to support cash flows during this time. TRF dollars need to be discussed with City Hall. Regarding any furloughs or layoffs, ASM is working on a companywide Fiscal Mitigation Plan. This will be discussed with board leadership by the end of the week. Mike Eddlemon asked if the PCC could be repurposed for anything at this time. General conversations have been taking place, but nothing specific has been decided at this time.

### **New Business**

#### **ASM Incentive Fee**

Dave Stuckel explained the ASM Incentive Fee. Robert Manning thanked Matt Bartolo and Dave Stuckel for their work on this agreement. The financial side and the event side are both important aspects and this agreement helps to meet both of those goals. Robert Manning made a motion to accept the ASM Incentive Fee, Jim Scroggins second. A roll call vote was taken. Robert Manning – Aye, Laith Al-Khafaji – Aye, Mike Eddlemon – Aye, Jim Scroggins – Aye, and Matt Bartolo – Aye. The motion was approved.

### **Regular Business**

#### **February 2020 Financial Statements**

Mindi Baumann reviewed the February 2020 Financial Statements. February was a stellar month. Ancillary Income and Rebates and Facility Fees were up due to event activity which included Luke Combs, Kiss, Winter Jam, Monster Jam, Waitress, Easter Seals Black & Blue Ball, OSF LDI Meeting, and Midwest Truck & Trailer. Operating expenses were up due to salt needed for the parking lots. HRA revenue was down this month. There was discussion

regarding the event schedule going forward now with COVID 19. Staff is currently working with all the events to determine if they can be rescheduled. Jim Scroggins made a motion to accept the February 2020 Financial Statements as reported, Mike Eddlemon second. The motion passed unanimously.

**Old Business – NONE**

**Other Business**

**HRA Funding Requests**

2022 Illinois Junior Academy of Science

Erin Schaefer presented the information that had previously been requested regarding hotel room usage. Robert Manning made a motion to approve \$10,000 for the 2022 event, Mike Eddlemon second. The motion passed unanimously.

2021 Clean Water Celebration – Moved from 2020

Jim Scroggins made a motion to transfer their previously approved \$7,000 grant for the 2020 event to their 2021 event, Robert Manning second. This motion passed unanimously.

2021 IL Association of Fire Protection Districts Convention

Laith Al-Khafaji made a motion to approve their requested amount of \$7,000 for the 2021 event, Mike Eddlemon second. The motion passed unanimously.

**Additional Comments – COVID 19**

Matt Bartolo commented that the reaction from staff and ASM has been moving well and he appreciates that we will get through this.

**Adjournment**

Robert Manning made a motion to adjourn the meeting at 12:20 pm. It was seconded by Mike Eddlemon. The motion passed unanimously.