



## PEORIA CIVIC CENTER AUTHORITY

February 25, 2021 at 4:00PM – Regular Meeting No. 5

### MINUTES

Chairman Bartolo called the regular meeting of the Peoria Civic Center Authority to order at 4:01 pm, Thursday, February 25, 2021 at the Peoria Civic Center via video & conference call.

#### **Voting Authority Members Present:**

Chairman Matt Bartolo  
Commissioner Yvonne Greer-Batton  
Commissioner Robert Manning  
Commissioner Richard Semonis  
Commissioner Christell Frausto Aboytes

#### **Voting Authority Members Absent:**

Commissioner Michael Eddlemon

#### **Non-Voting Authority Members Present:**

Commissioner Deborah O'Fallon Roethler  
Commissioner Sid Ruckriegel  
Commissioner Joseph Dalfonso  
Commissioner Karrie Ross  
Commissioner Lon Lyons

#### **Non-Voting Authority Members Absent:**

None

#### **PCC / ASM Global Staff Present**

Rik Edgar, General Manager  
Mindi Baumann, Director of Finance  
Will Kenney, Director of Operations  
Sarah Luthy, Director of Food and Beverage  
Beau Sutherland, Director of Sales and Marketing  
Ashely Clayton, Operations Staffing Supervisor  
Robert Gates, PCCA Legal Counsel

Chairman Bartolo called the meeting to order at 4:01pm. He requested that roll call be taken, Quorum present.

**Motion to proceed with the PCCA Meeting solely by automated attendance:**  
Moved: Commissioner Semonis. Seconded: Commissioner Manning. Passed  
unanimously by roll call vote.

This month a new agenda format was implemented.

## **OPERATING REPORTS:**

### **Venue Report:**

General Manager Rik Edgar stated that the live music industry needs to have full capacity to make it financially successful to host indoor events. Originally it was thought that this could happen this summer, but now it is looking like it will be moving to the fall. Ameren Illinois Broadway in Peoria has postponed the on-sales for the current season. New dates will be announced when there is a better feel for the return of Broadway touring inventory. Even with the postponements in the Broadway season, we have only lost 3 current subscribers, but have gained 44 new subscribers. The Regional Mass Vaccination Site is still being discussed. Currently there is not enough vaccine available to open the site at this time. It is looking like late March to April before the site would be needed. Net Income is up \$475,531 Actual vs. Budget and that does not include the CURE Grant funds. Staff is checking daily to see if there are any additional grant funds that we can apply for. In January we had four Bradley Games with no fans. Games in February will allow 50 fans total at each game.

General Manager Rik Edgar discussed Sales and Marketing and how we continue to reach out to our promoters so we can be ready to do business when we can re-open. Director of Sales and Marketing Beau Sutherland discussed the Re-Opening Plan. This information is being updated and is in a rough draft form at this time. Staff is continuing to work on a much more detailed plan as information is available.

Staff is working on our Event Booking software so it will become the main location for all staff to be able to get information about events. It will allow us to become a more cohesive unit and more efficient with all the event information in one central location.

Snow removal was moved in-house this year. While snow accumulation increased this year, our net expenses have decreased by \$55,000 compared to last season.

Director of Operations Will Kenny spoke about the leaks and water issues we have had in the building. General Manager Rik Edgar stated we have had 4-5 incidents that have cost around \$9,000. Our 24-hour safety checks have allowed us to find issues in a timely manner to avoid higher repair costs.

Our dishwasher system is scheduled for repair in March.

General Manager Rik Edgar announced the following staff changes:

Mindi Baumann – Director of Finance  
Beau Sutherland – Director of Sales and Marketing  
Kelsy Martin – Promoted to Full Time Marketing Manager  
Chef Mike – Tendered his resignation to follow a different career choice.

General Manager Rik Edgar informed the PCCA that the owner of Event Specialty Services (ESS) – our merchandise partner, Glenn Ezell, passed away unexpectedly at the age of 57 on February 12, 2021. Glenn was the best in the merchandising business and we are saddened by the loss of our good friend.

**Convention Sales Report:**

Director of Sales and Marketing Beau Sutherland reported that he and staff are continuing to work on re-scheduling events due to COVID-19.

**PACVB Report:**

Commissioner Dalfonso congratulated Beau and Mindi on their new positions. He stated that post COVID-19, Sports Tourism is trending up. We should be able to get more sporting events this year and next. Chicago hotels are trending at 20% occupancy. Peoria is trying to stay ahead of Chicago occupancy during this time. The PACVB Housing System is helping track this. It is a great checks and balances for events coming to the area to see if they are booking the room nights they proposed.

**COMMITTEE REPORTS:**

**Finance Committee:**

Director of Finance Mindi Baumann reviewed the January Financial Statements. We had four Bradley Basketball games with no fans. Total Event Income for January was \$18,025. We had \$2,475 in Other Income from Snow Removal. Adjusted Gross Income was up \$20,729 Actual vs. Budget. Expenses continue to be down due to the current mitigation plans. Net Operating is up \$125,235 over budget. Net Income is up \$475,531 Actual vs. Budget. Non-Operating Revenue includes the receipt of the CURE Grant funds of \$349,625.

**Safety and Policy Committee:**

Plans are still in the works to use the PCC as a Regional Mass Vaccination Site.

**Capital Committee:**

The Capital Committee is currently working on preparing for the future. Commissioner Semonis asked how far down the line is the roof. The top two priority items are the Cooling Towers and the Roof.

**CONSENT AGENDA ITEMS:**

**Motion to Approve the Consent Agenda Items as presented:**

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

### **ACTION ITEMS:**

#### **1. Switch Gear**

The Switch Gear automatically switches the building from normal to emergency power in the event of a power outage. The transfer switch has gone bad. Currently we can make this switch manually, but to comply with code we need to fix it prior to reopening. Two proposals were received. The first proposal is from Oberlander Electric for \$44,125 and the second proposal is from Laser Electric Inc. for \$26,600. The Capital Committee recommends that we accept the second proposal of \$26,600 from Laser Electric Inc. and proceed with the installation of the transfer switch.

#### **Motion to Approve Laser Electric Inc. Proposal of \$26,600 and proceed with the installation of the transfer switch:**

Moved: Commissioner Greer-Batton. Seconded: Commissioner Manning. Passed unanimously by roll call vote.

### **DISCUSSION/INFORMATIONAL ITEMS:**

#### **1. New Agenda Layout**

This month a new agenda format was implemented at the request of Legal Counsel Bob Gates. The new layout more clearly shows what is being voted on and what is being discussed at the meeting. This will also help with time planning for the meeting.

#### **2. CURE Act Funding**

General Manager Rik Edgar stated staff is continuing to look for additional CURE Act funds that might become available in the next 30 days. They are also watching for any Save Our Stages funds that might become available.

#### **3. DAS (Distributed Antenna System)**

Currently we are in contract with Insite Wireless Development, LLC for the DAS (Distributed Antenna System) dated July 9, 2019. Staff recommends termination of this contract. Since this agenda item was not listed as an action item no action can be taken at this meeting. A Special PCCA Meeting will be held on Tuesday, March 2, 2021 at 4:00 pm to vote on this item.

#### **Public Comment: There was no Public Comment.**

There was no need for an Executive Session.

#### **Adjournment:**

Chairman Bartolo requested a motion to adjourn.

#### **Motion to Adjourn:**

Motion made by Commissioner Greer-Batton. Seconded by Commissioner Semonis. Motion passed unanimously by voice vote.

Meeting adjourned at 4:42 pm.