

CAPITAL IMPROVEMENT BOARD OF MANAGERS
OF MARION COUNTY, INDIANA
Minutes of Meeting
Monday, November 14, 2011
Indiana Convention Center - Boardroom

A Meeting of the Capital Improvement Board of Managers of Marion County, Indiana ("Board") was held on Monday, November 14, 2011 in the Indiana Convention Center's Boardroom.

Board Members present included Ann Lathrop, Jay K. Potesta, David N. Shane, Carolene Mays, Milton O. Thompson, Jim Dora Jr., Douglas R. Brown, Brenda Myers, Michael J. McQuillen and Leonard Hoops, Ex-Officio.

Others in attendance included Barney Levensgood, Executive Director, Dan Huges, CFO, Jack Woodside, Special Projects Consultant, Patti Dean, Controller, W. Tobin McClamroch, General Counsel, Bingham McHale LLP, Don Graham, Bingham McHale LLP, Robert Vane, Veteran Strategies, Inc., Chris Gahl, Indianapolis Convention & Visitors Association ("ICVA"), James Wallis, ICVA, Michelle Travis, ICVA, Tim Barrett, Channel 16 WCTY, Scott Olson, Indiana Business Journal, and members of the media. A copy of the list of those who signed in upon arrival is also attached hereto.

Minutes of the Monday, October 10, 2011 meeting were presented. Upon a motion by Mr. Brown, and seconded by Mr. McQuillen, the Minutes were approved.

Dan Huges presented the Board with a **Financial Update** as per the supporting documentation, which is made a part of these minutes. Mr. Huges also noted that he and Ms. Lathrop had looked at the net cash flow for the year and decided to forgo the 2011 State Loan and renegotiate the interest rates on the CIB's two outstanding loans. The 2009 loan had an interest rate of 4.25% and the 2010 loan had an interest rate of 3.46%. The interest rates on both loans were adjusted to 3% as of November 4, 2011, which will result in a savings of \$1.4 million dollars over the life of the loan. Also noted was the savings of over \$3.5 million dollars in interest as a result of the decision to not take out a state loan for 2011. Mr. Huges further commented that we have begun to put funds back into our reserves from the savings from the 2011 Senior and Subordinate Bond refinancings. \$7.4 million was transferred from our Operating Funds to the Renewal and Replacement Reserve which currently has almost a \$10 million dollar balance. He anticipated another \$6 or 7 million to add to that in 2012 as further savings are recognized.

Mr. Brown asked what the correct amount would be the right number to try and achieve for the Renewal and Replacement Reserve. After a brief discussion, Mr. Huges stated that the first target would be \$20 Million (the balance of the fund in 2008/2009) and that we would reevaluate in 2012. Ms. Lathrop asked if there were any questions for Mr. Huges and there were none. With no action necessary or taken the next agenda item was introduced.

Leonard Hoops presented an **ICVA Update** as per the attached supporting documents which are made a part of these minutes. Mr. Hoops highlighted the Market Share Performance of three key areas: Indianapolis MSA, Marion County and Downtown.

Mr. Hoops anticipated that the Year End Projection would be approximately 727,000 rooms which is a 12% increase over last year. Mr. Hoops gave credit to Michelle Travers and a great Sales team and Strategic Pricing and a good working relationship with the Hotel Community plus the Convention Center.

Mr. Thompson asked if going forward we would still be looking at customized pricing to which Mr. Hoops discussed the multi-variable regression analysis algorithm which takes several pricing variables into account and is one of the first formulas of this type to be used in the industry.

Mr. McQuillen complimented Mr. Hoops on being the right person to come in at the right time to energize the ICVA and this piece of business for the CIB.

Ms. Lathrop introduced Barney Levensgood who presented the **ICCLOS Sales Report** which is attached and made part of these minutes. Mr. Levensgood highlighted three key points of Site Inspections, Lost Business and Occupancy and noted that we do not lose as much business as in previous years because we have more exhibit space than we have in the past.

Mr. McQuillen asked what kind of group we were too small for and inquired about the type of events we were not large enough for to compete with other cities for which prompted a discussion about the size of the Indiana Convention Center in comparison to others in the country.

Currently we are 17th in size in the country with 556,600 square feet in our building.

Ms. Lathrop expressed her appreciation for the efforts to provide this information and also to Ms. Myers for suggesting that we include the ICCLOS Sales Report as part of the monthly CIB meeting.

The next agenda item was **Award of Contract for the Furnishing/Installation of Certain Overhead Doors at Lucas Oil Stadium** which was presented by Mr. Levensgood. He outlined the purpose and need for the five speed doors and explained that we had received several bids from companies to do the work. The lowest and most responsive quoter was from Overhead Door of Indianapolis at \$103,140. Mr. Levensgood asked for the approval of the Board for the installation of these five doors as presented. Upon a motion by Mr. McQuillen and seconded by Mr. Thompson, the contract was awarded to Overhead Doors as presented.

The next Agenda item addressed was **Consideration and Award of Four Public Works Projects at Conseco Fieldhouse**. Mr. Levensgood presented four contract proposal documents which are attached to and made a part of these minutes.

Mr. Levensgood requested the Board's approval of these four contracts. Pursuant to a motion by Mr. McQuillen and a second by Mr. Potesta, the Board awarded the projects as presented.

The next topic on the Agenda was the **Discussion of Upcoming Public Works Projects** which was presented by Mr. Levensgood. He presented a resolution to the Board which is attached to and made a part of these minutes. He explained that there were fourteen Public Works Projects each estimated at less than \$150,000 and we would be accepting bid quotations for them. He stated that it is in the best interest of the CIB to seek the authorization of the President to take all actions necessary and execute all such contracts and report back to the CIB Board. On a motion by Ms. Mays, seconded by Mr. Dora, this resolution was approved by the Board as presented.

Mr. Levensgood then presented the **Pipefitters Collective Bargaining Agreement** which he strongly encouraged the Board to approve as presented. Mr. McQuillen pointed out a typographical error on the year which was noted and corrected and this attached agreement is made a part of these minutes.

On a motion by Mr. Potesta, which was seconded by Mr. Brown, the Agreement was approved by the Board as presented.

Mr. Levensgood also presented the Agenda item pertaining to **Disposal of Obsolete Equipment**.

Upon a motion by Mr. McQuillen and seconded by Mr. Dora, the Board granted approval for disposal, a copy of said Obsolete Equipment attached to and made a part of these minutes.

The next topic for the Board to discuss was Approval of **Claims** 502G, 501B and 501C which Ms. Lathrop presented to the Board as per the supporting documentation, which is made a part of these minutes.

There being no questions, and in a motion by Mr. Shane which was seconded by Ms. Mays, the November Claims were approved by the Board.

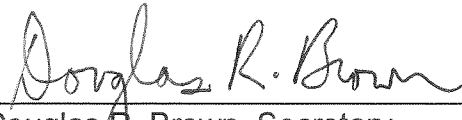
Other Business

Ms. Lathrop reminded the Board that the December meeting would be on Tuesday, December 13th, rather than Monday the 12th.

Ms. Lathrop asked if there was any **Public Comment**. There being none, and with no further business to be conducted, on a motion by Mr. Potesta and seconded by Mr. McQuillen, the meeting was adjourned.



Ann Lathrop, President
THE CAPITAL IMPROVEMENT BOARD
OF MANAGERS
OF MARION COUNTY, INDIANA



Douglas R. Brown, Secretary
THE CAPITAL IMPROVEMENT BOARD
OF MANAGERS
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