

CAPITAL IMPROVEMENT BOARD OF MANAGERS  
OF MARION COUNTY, INDIANA  
Minutes of Meeting  
Monday, July 9, 2012  
Indiana Convention Center - Boardroom

A Meeting of the Capital Improvement Board of Managers of Marion County, Indiana ("Board") was held on July 9, 2012 in the Indiana Convention Center's Boardroom.

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

Others in attendance included Barney Levengood, Executive Director, Dan Huges, CFO, Jack Woodside, Special Projects Consultant, W. Tobin McClamroch, General Counsel, Bingham Greenebaum Doll LLP, Mary Solada, Bingham Greenebaum Doll LLP, Robert Vane, Veteran Strategies, Inc., James Wallis, Indianapolis Convention & Visitors Association ("ICVA"), Michelle Travis, ICVA, Chris Gahl, ICVA, Curt Fritsch, CRF Group, David Sease, SGA, Scott Olson, IJB, Reed Parker, WIBC, 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, June 11, 2012 meeting were presented. Upon a motion by Mr. Brown and seconded by Mr. Dora the Minutes were approved as presented.

Ms. Lathrop introduced Dan Huges who presented the Board with a **Financial Update** as per the supporting documentation, which is attached to and made a part of these minutes.

Mr. Huges noted that despite a negative cash flow for both the month and the year, we had budgeted for that and were actually ahead of the YTD Budget by \$12.9M. He also noted that Personal Services were under budget for both the month and the year partly due to the decreased rate in health insurance with Advantage due to our positive claim history and his request for a rate decrease which was honored.

Mr. Huges mentioned the Principal payments will come through next month in the Bond Fund section and we would see higher dollar amounts reflected in this section.

Ms. Hoops asked Mr. Huges if there were any timing issues that contributed to these good numbers. Mr. Huges explained that it was a combination of timing, our revenues being larger than expected and some of our expenses being lower. Ms. Lathrop added that the Capital Commons repairs were built into the budget and we have not yet started to see those expenses. She noted that we would need to spend the money for those repairs and emphasized that these were large expenses in the millions of dollars.

Mr. Brown asked a question with regard to how the budget is determined. Mr. Huges explained that we budget on an annual basis but that we sculpt major categories on a

month to month basis taking the last 5 years monthly data into consideration. Mr. Brown said he appreciated his explanation as it gave the numbers in the budget more meaning.

With no further questions from the Board, no action was necessary or taken.

Ms. Lathrop introduced Leonard Hoops who presented the **ICVA Update**. He presented a Market Share Performance report of three key areas: Indianapolis MSA, Marion County and Downtown. He also presented an updated Room-Night Production report noting YTD figures for the mid year mark. These documents are attached to and made a part of these minutes.

Mr. Hoops emphasized the ICVA had reached 126% of their Room-Night Production YTD goal and was also encouraged by the increased potential Room-Nights in the “pipeline” or business prospects. Mr. Hoops credited these favorable numbers with the increased efforts and remarkable job done by his staff, in particular Michelle Travis in Sales, Chris Gahl in Marketing and James Wallis, the Executive Vice President of the ICVA.

There being no additional questions for Mr. Hoops from the Board at this time, no further action was taken.

Ms. Lathrop introduced Mr. Levengood who presented the **ICCLOS Sales Report** which is attached to and made a part of these minutes. Mr. Levengood noted that the Sales numbers were returning to a more normal level than when compared to those of the Super Bowl but we were still in a positive trend. He noted that his staff was accustomed to filling the open spots on the calendar between the larger ICVA booked events so the dark days in the building were kept to a minimum. There being no further questions for Mr. Levengood regarding the ICCLOS Sales Report, Ms. Lathrop moved to the next agenda item which was **Consideration of Ober Building**.

Ms. Lathrop introduced Mary Solada, legal counsel from Bingham Greenebaum Doll LLP to answer any questions regarding this agenda item.

Ms. Lathrop explained to the Board that the CIB owns a property known as the Ober Building located next to Banker’s Life Fieldhouse. The CIB has been approached with offers to purchase the building. As part of the legal process that needs to be followed to place the building for sale, the Board was presented with a Resolution which is attached to and made a part of these minutes.

Ms. Lathrop explained the objective at this point was to provide the Board the opportunity to go out into the marketplace in one of two ways.

- 1) Transferring the property to the Metropolitan Development Commission which would undertake a process of seeking bids for an economic development project
- 2) Alternatively, the CIB could obtain appraisals and either sell the property to the highest bidder or negotiate a sale if related to an economic development project

The Resolution would authorize the officers to review either of these options before the next Board Meeting so that the Board could make a decision on sale or transfer at its next meeting.

Ms. Lathrop explained that details would be approved by the Board before any final action was taken.

Mr. Thompson asked if there were any advantages to transferring the property rather than issuing an RFP ourselves. Ms. Lathrop deferred to Ms. Solada who explained that the main advantage of transfer was the flexibility that the Metropolitan Development Commission (MDC) would have regarding the process because it is a redevelopment commission. Ms. Lathrop added that the MDC also was more experienced in the buying and selling of real estate. The CIB would like to have the right to pursue both options for the sale of the building.

Ms. Lathrop explained the CIB would receive any proceeds from the sale of the building and also confirmed that the CIB would still have authority with regard to the disposition of the building as we would enter into an interlocal agreement with the MDC should that option be selected.

Upon a motion by Ms. Mays to adopt the Resolution and a second by Mr. Shane the Ober Building Resolution was approved as presented.

Barney Levensgood next presented the **Ratification of Google Apps Document** and distributed two contracts to the Board members attached to and made a part of these minutes. Mr. Levensgood explained what had been done thus far with regard to the Google Apps transition at ICCLOS. Mr. Levensgood noted there was a lot of effort put into this project and he thanked Don Graham legal counsel from Bingham Greenebaum Doll LLP, Christina Koennecke, Dan Huges, Tom Boyle and Chris Hayes of the CIB for all of their hard work. He explained that Microsoft Outlook would be replaced with Google Apps for Government which would be more efficient. He noted that one of the biggest changes would be access to the network remotely from a web browser.

Mr. Levengood also noted the State Board of Accounts has been informed of this change, they acknowledged it and support it.

Toby McClamroch, legal counsel from Bingham Greenebaum Doll LLP, reminded the Board this item was discussed at the May 2012 CIB Meeting and this was the next step in the process. Mr. McClamroch explained we were asking the Board for Ratification of what Barney has done so far and authorization of the direct contract with Google. Upon a motion by Mr. Shane and seconded by Mr. Dora, the Google Apps contracts were ratified and authorized.

Mr. Levengood then presented the next Agenda topic related to the **Disposal of Obsolete Equipment** as per the attached supporting documentation, which is made a part of these minutes. With no further questions and pursuant to a motion by Mr. Dora and a second by Mr. Brown, the Board granted approval of the write off of the obsolete equipment.

Ms. Lathrop presented the Approval of **Claims** 510G and 509B presented to the Board as per the supporting documentation, which is made a part of these minutes. There being no questions, and upon a motion by Ms. Mays which was seconded by Mr. Brown the Claims were approved by the Board.

Ms. Lathrop asked the Board if there was any **Other Business**. Mr. Hoops noted that much of the ICVA bookings were repeat business and commended Mr. Levengood and his team at ICCLOS for doing a great job accommodating the customers noting that if the clients were not completely satisfied they would not continue coming back to our venue.

With there being no Public Comment and no further business to be conducted, the meeting was adjourned.

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

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Douglas R. Brown, Secretary  
THE CAPITAL IMPROVEMENT BOARD  
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