

CAPITAL IMPROVEMENT BOARD OF MANAGERS
OF MARION COUNTY, INDIANA
Minutes of Meeting
Monday, January 12, 2015
Indiana Convention Center Boardroom

A Meeting of the Capital Improvement Board of Managers of Marion County, Indiana ("Board") was held on January 12, 2015 in the Indiana Convention Center's Boardroom.

Board Members present included Ann Lathrop, David N. Shane, Jay K. Potesta, Carolene Mays, Milton O. Thompson, Brenda Myers, and Jim Dora Jr. Board Members Maggie A. Lewis and Douglas R. Brown were absent. Ex-Officio, Leonard Hoops was absent as well. Others in attendance included Barney Levensgood, Executive Director, Megan Ornellas, CFO, W. Tobin McClamroch, General Counsel, Bingham Greenebaum Doll LLP, Donald Graham, General Counsel to the Board on Construction Matters,, Bingham Greenebaum Doll LLP, Robert Vane, VSI, James Wallis, Visit Indy ("VI"), Chris Gahl, VI, David Sease, SGA, Curt Fritsch, CRF Group and members of the media. A copy of the list of those who signed in upon arrival is also attached hereto.

The first agenda item was **Approval of Minutes** for the Monday, December 8, 2014 meeting. Upon a motion by Mr. Potesta and a second by Mr. Dora, the Minutes were unanimously approved as presented.

Ms. Ornellas then presented the **Financial Update** to the Board as per the supporting documentation, which is attached and made a part of these minutes. Ms. Ornellas reviewed the financial statements for the month with the Board explaining variances from budget and answering questions as necessary. Ms. Lathrop asked if there were any questions for Ms. Ornellas regarding the Financial Statements and there were none at this time.

Ms. Lathrop introduced James Wallis who presented the **Visit Indy Update** with the Market Share Performance report and Room-Night Production documents attached to and made a part of these Minutes. Mr. Wallis updated the Board on how Visit Indy was doing as a destination site, group site and leisure site, noting Visit Indy did extremely well not only reaching their goal of 750,000 room nights but also setting an all time record of 880,515 room nights for the year. Ms. Lathrop asked if there were any further questions for Mr. Wallis and there were none at this time. Ms. Lathrop congratulated Mr. Wallis and the entire team for setting the new record for Room Per Night for the year.

Mr. Levensgood presented the **ICCLOS Sales Report** which is attached to and made a part of these minutes. He noted this was a strong month for the building with occupancy at 64%, and noted we finished the year just shy of 55% occupancy. . He highlighted two recent events, the Performance Racing Industries ("PRI") in December and the Archery Trade Association Annual Trade Show ("ATA") in early January as two phenomenal pieces of business and largely attributed the good numbers to their success. Ms.

Lathrop asked the Board if they had any questions for Mr. Levensgood and there were none.

Mr. Levensgood then presented the **ICC – Phase 3 & 4 AHU and VAV Upgrades** to the Board which is attached to and made a part of these Minutes. He explained this project involves replacing VAV Boxes in Phase 3, reworking VAV boxes in Phase 4 as well as reworking AHU's 41, 42 and 43 with new coils and controls. The project was estimated to cost over \$150,000 so consistent with Indiana's Public Procurement laws, the CIB published invitations to bid the project. Staff and Counsel have reviewed all the documents and recommends to the Board the CIB award the contract to Commercial Air Inc. as the lowest responsive and responsible bidder in the amount of \$1,673,000.

Upon a motion by Mr. Shane and a second by Mr. Thompson, a contract with Commercial Air Inc. was approved as presented with a vote of 6 to 1. Mr. Potesta opposed the motion.

Mr. Levensgood next presented the **Disposal of Obsolete Equipment** which is attached to and made a part of these Minutes. Mr. Levensgood noted the list of equipment has been reviewed by Staff and found to have no book value. Pursuant to a motion by Mr. Dora and seconded by Mr. Potesta **Disposal of Obsolete Equipment** was unanimously approved by the Board.


Mr. Levensgood and Ms. Ornellas presented the **2014 Bad Debt Write-Off** agenda item which is attached to and made a part of these Minutes. Ms. Ornellas mentioned the bad debt amount for the year was .0004, four-one thousandth of a percent. Mr. Levensgood congratulated Ms. Ornellas and the entire Accounting department for all their hard work. Upon a motion by Mr. Potesta and a second by Ms. Mays the 2014 Bad Debt Write-off was unanimously approved by the Board.

The next topic on the agenda was the **Claims** for January. Ms. Lathrop presented these to the Board as per the supporting documentation, which is made a part of these Minutes. There were no questions and upon a motion by Mr. Shane and a second by Ms. Mays, claims 540G, 539B and 539C were unanimously approved by the Board. Ms. Ornellas pointed out to the Board the Claims this month were larger than usual due to the annual payment to the Colts organization as well as payment to Visit Indy per their agreements.

Ms. Lathrop asked if there were any **Other Business** to address. Mr. Levensgood informed the Board two members of his Executive Staff were celebrating work anniversaries in January. Mike Fox, the Stadium Director at Lucas Oil Stadium, began working for the CIB in 1984 and celebrates a 30 year anniversary. He noted Mr. Fox has been with the organization through the years of the RCA Dome and the Hoosier Dome, as well as LOS. Tom Boyle, the Director of Operations for the building, celebrates 20 years with this CIB this month. Mr. Levensgood emphasized to the Board the invaluable presence of both of these men with regard to successfully running the building and expressed his admiration and gratitude for their years of dedicated service.

Mr. Levengood also reported back to the Board the success of the Hudnut Dedication Ceremony which occurred on December 14th. He shared a hand written card from Mayor Hudnut with the Board members thanking the Capital Improvement Board for the statue and recognition.

There being no **Public Comment**, the meeting was adjourned.



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



Douglas R. Brown, Secretary
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