

CAPITAL IMPROVEMENT BOARD OF MANAGERS
OF MARION COUNTY, INDIANA
Minutes of Meeting
Monday, February 9, 2015
Indiana Convention Center - Boardroom

A Meeting of the Capital Improvement Board of Managers of Marion County, Indiana ("Board") was held on February 9, 2015 in the Indiana Convention Center's Boardroom. Board Members present included Ann Lathrop, Jay K. Potesta, Jim Dora Jr., Milton O. Thompson, David N. Shane, Brenda Myers, Carolene Mays and Douglas R. Brown as well as Ex-Officio, Leonard Hoops. Board Member Maggie A. Lewis was absent.

Others in attendance included Barney Levengood, Executive Director, Megan Ornellas, CFO, Jack Woodside, Special Projects Consultant, Tim Kruehr, Controller, W. Tobin McClamroch, General Counsel, Bingham Greenebaum Doll LLP, Robert Vane, VSI, Earl A. Goode, James Wallis, Visit Indy ("VI"), Daren Kingi ("VI"), Chris Gahl ("VI") 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, January 12, 2015 meeting. Upon a motion by Mr. Dora and seconded by Mr. Potesta, the Minutes were unanimously approved as presented.

Ms. Lathrop introduced Megan Ornellas who presented the Board with a **Financial Update**. Ms. Ornellas reminded the Board that we were in the process of closing out the year and there was no Financial Update to deliver to the Board at this time and she would have the financials for the last two months at the March board meeting.

Ms. Ornellas next presented the 2014 **Encumbrances and Transfers of Budget Dollars** summary which is attached to and made a part of these Minutes. Ms. Ornellas explained we are asking the Board for approval to transfer \$3.0 M from character 1, Personal Services to character 4, Capital Outlays. She also included a list of projects from 2014 the CIB will be encumbering funds for as well. Upon a motion by Mr. Shane and seconded by Mr. Thompson the **Encumbrances and Transfer of Budget Dollars** was unanimously approved as presented.

Field House Management Report

Ms. Ornellas informed the Board there was an additional report in the packet, attached to and made a part of these Minutes, which includes financial information from Fieldhouse Management, LLC pursuant to Section 6(b) of our agreement with the Pacers and explained this is the Statement of Revenue and Expenses for the quarter and 3 month period ending December 31, 2014. Ms. Ornellas informed the Board this information has been certified by Fieldhouse management Treasurer, Kevin Bower. Mr. Bower was present at the meeting and available to answer any questions from the Board and there were none.

Ms. Lathrop introduced Leonard Hoops who presented the **Visit Indy Update** with the Market Share Performance report and Room-Night Production documents which are attached to and made a part of these Minutes. Mr. Hoops shared a video that was shown at Visit Indy's Annual Meeting highlighting the year with record breaking Room Nights booked and other major events from the last year. Ms. Lathrop congratulated Mr. Hoops and his team at Visit Indy and asked if there were any further questions for Mr. Hoops and there were none.

Mr. Levengood presented the **ICCLOS Sales Report** which is attached to and made a part of these Minutes. Mr. Levengood noted significant events in January including the Archery Trade Association Show with a record attendance, JAMFest Super Nationals, Capitol Sports Volleyball and Circle of Stars noting the building hosts archery, cheerleading, volleyball and gymnastics all within the same month. He also noted American Physical Therapy had record attendance for the month of February with approximately 8,500 attendees. Mr. Levengood further mentioned "WWETT", Water & Wastewater Equipment (formally known as Pumper and Cleaner) was coming later in February and would add to the attendance figures with an expected attendance of 12,000 people. Ms. Lathrop asked if there were any further questions for Mr. Levengood and there were none at this time.

Mr. Levengood then presented the **BLF Building Management System Upgrade** to the Board which is attached to and made a part of these Minutes. He explained this project involves upgrades to the existing Building Management System and the Project is being undertaken consistent with the recently amended Operating Agreement between the CIB and Pacers. 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 Conserv Building Automation Systems as the lowest responsive and responsible bidder in the amount of \$201,700. Upon a motion by Ms. Mays and a second by Mr. Dora, a contract with Conserv Building Automation Systems was unanimously approved as presented.

The meeting was interrupted by a visit from Mayor Gregory Ballard who arrived to recognize Ms. Lathrop's service to the City and the Capital Improvement Board of Managers.

Mayor Ballard read the following proclamation into the record which is attached to and made a part of these Minutes:

To All Whom These Presents may come, Greetings:

Whereas, Ann Lathrop, Chief Marketing Officer for Crowe Horwath, LLP, has served on the Capital Improvement Board (CIB) since 2008 and, for the past five years, as its first female president; and

Whereas, with Ann's leadership, the CIB avoided an expected \$47 million shortfall and successfully negotiated a long-term agreement with the Indiana Pacers organization for the operation of Bankers Life Fieldhouse; and

Whereas, Ann's tenure on the CIB has been marked by triumphs such as Super Bowl XLVI, and also by sound financial leadership, a sustained emphasis on transparency, and continued support for our tourism and travel industries; and

Whereas, Ann's community involvement also includes service on the Visit Indy Board of Directors and St. Vincent Hospital Board of Directors, and former membership on the Fort Harrison Reuse Authority Board of Directors: and

Whereas, the City of Indianapolis thanks Ann Lathrop for her dedication and leadership on the Capital Improvement Board and wishes her well in her future endeavors as she steps down from the Board after seven notable years;

NOW, THEREFORE, I GREGORY A. BALLARD, MAYOR OF THE CITY OF INDIANAPOLIS, DO HEREBY PROCLAIM FEBRUARY 9, 2015 AS:

ANN LATHROP DAY

Mayor Ballard thanked Ms. Lathrop and the entire Capital Improvement Board for their time and efforts relating to successful operation of this Board and emphasized the importance of such a Board to the City of Indianapolis.

The meeting resumed with Mr. McClamroch confirming the unanimous vote of 7-0 on the previous item, BLF Building Management System Upgrade.

Mr. Levensgood presented the next item on the agenda, the **ADP Pay Card Service** which is attached to and made a part of these Minutes. Mr. Levensgood explained this was a 3 year term contract essentially exchanging paper pay checks for debit cards and would save money for all those concerned. He also noted other Governmental agencies were using this system and offered to answer any questions from the Board. Upon a motion by Mr. Brown and a second by Mr. Dora, the ADP Pay Card Service contract was unanimously approved as presented.

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 Ms. Mays and seconded by Mr. Dora the **Disposal of Obsolete Equipment** was unanimously approved by the Board.

The next topic on the agenda was Approval of **Claims** 106, 50 and 540, which Ms. Lathrop presented to the Board as per the supporting documentation, which is made a part of these Minutes. Ms. Lathrop noted there was a new numbering system for the Claims to go along with the newly implemented Accounting System, and this system did not include letters, just numbers. There were no questions, and upon a motion by Mr.

Dora which was seconded by Mr. Brown, Claims 106, 50 and 540 were unanimously approved by the Board.

Election of Officers

Ms. Lathrop introduced W. Tobin McClamroch who presented the **Election of Officers** Agenda item. Counsel advised the Board that in accordance with state statute, a yearly Election of Officers is necessary after January 15th each year and typically held at the February CIB Meeting. Upon a motion by Mr. Thompson to which motion was seconded by Ms. Mays, and on a vote of 7 to 0 in favor of that motion, the following individuals were elected to serve:

Earl A. Goode, **President**
David N. Shane, **Vice President**
Jim Dora Jr., **Treasurer**
Douglas R. Brown, **Secretary**

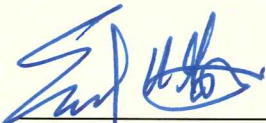
Mr. Goode commented it was a pleasure to join the Board and expressed his admiration for Ms. Lathrop's leadership and role in contributing to a unified Board. He noted the relationship between the CIB and other organizations in town has never been stronger and that spoke volumes.

Mr. Levensgood expressed his gratitude to Ms. Lathrop on behalf of ICCLOS for her role in leading the organization through tough financial times and standing by them. He thanked Ms. Lathrop as well as the entire Board and presented her with a framed photograph of the Convention Center.

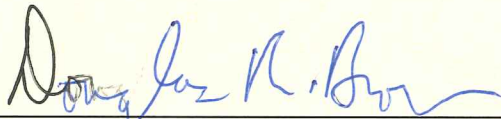
Mr. Goode opened up the floor for comment with each of the Board members present taking the time to publically express their thoughts, memories and gratitude to Ms. Lathrop with regard to her achievements and involvement while serving on the Capital Improvement Board as Treasurer and President emphasizing she will be greatly missed.

Mr. Goode asked if there were any **Other Business** to address and there was none.

There being no **Public Comment**, and with no further business to be conducted, the meeting was adjourned.



Earl A. Goode, President
THE CAPITAL IMPROVEMENT BOARD
OF MANAGERS
OF MARION COUNTY, INDIANA



Douglas R. Brown, Secretary
THE CAPITAL IMPROVEMENT BOARD
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