

CAPITAL IMPROVEMENT BOARD OF MANAGERS
OF MARION COUNTY, INDIANA
Minutes of Meeting
Monday, September 14, 2015
Indiana Convention Center Boardroom

A Meeting of the Capital Improvement Board of Managers of Marion County, Indiana ("Board") was held on September 14, 2015 in the Indiana Convention Center's Boardroom.

Board Members present included Earl A. Goode, Douglas R. Brown, Jim Dora Jr., Milton O. Thompson, Jay K. Potesta, Carolene Mays-Medley, and Ex-Officio, Leonard Hoops. Board members David N. Shane, Brenda Myers and Maggie A. Lewis were absent. Others in attendance included Barney Levengood, Executive Director, Megan Ornellas, CFO, Jack Woodside, Special Projects Consultant, W. Tobin McClamroch, General Counsel, Bingham Greenebaum Doll LLP, Donald Graham, Bingham Greenebaum Doll LLP, Bri Clark, Bingham Greenebaum Doll LLP, Robert Vane, VSI, Daren Kingi, Visit Indy ("VI"), Chris Gahl, VI, David Sease, SGA, 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 both the Monday, August 10, 2015 meeting and the Monday, August 24, 2015 meeting. Upon a motion by Mr. Dora and seconded by Ms. Mays-Medley, the Minutes for both August meetings were unanimously approved as presented.

Mr. Goode informed the Board he would be changing the order of the agenda of the meeting for the benefit of the media attending to hear the report on the Lucas Oil Stadium roof and introduced Mr. Levengood to report to the Board on the recent events. Mr. Levengood informed the Board there was an incident with the roof at Lucas Oil Stadium on September 3, 2015 during the Colts' pre-season game against the Cincinnati Bengals in which a bolt fell from the structure. He explained at this time there was no information which would cause the CIB to cancel or postpone any of the upcoming events for this weekend, including the high school football games scheduled for Friday and Saturday or the Colts game on Monday night. He added the CIB did not intend to either open or close the roofs for any of these events.

Mr. Levengood stated at this time there were no definitive answers regarding the causes and effect of the incident and the investigation is ongoing. He wanted the Board to know the Indiana Stadium and Convention Building Authority (ISCBA) was fully cooperating with the CIB and all parties were working together including the architects, engineers, designers and consultants. Mr. Goode asked if there were any further questions for Mr. Levengood and there were none at this time.

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. Ornellas also updated the Board on the budget process informing the Board she and Mr. Levengood would be presenting the 2016 Budget to the Municipal Corporations Committee later in the week on Thursday, September 17th. Mr. Goode asked if there were any questions for Ms. Ornellas regarding the Financial Statements and there were none at this time.

Mr. Goode informed the Board this was Ms. Ornellas' last Board meeting serving as the Chief Financial Officer of the CIB and that she would be returning to her former employer as the Chief Operating Officer. He thanked Ms. Ornellas for her hard work and service to the CIB these last two years. Mr. Goode informed the Board he has known Ms. Ornellas for the past decade in a variety of capacities and she is an exceptional lady. He stressed how fortunate the CIB was to have her, congratulated her on her success and thanked her for her service to the CIB these last two years. Mr. Levengood also expressed his gratitude and appreciation for her efforts and hard work. Ms. Ornellas said it had been a pleasure to serve the Board and she appreciated everyone's help the last few years.

Mr. Goode introduced Leonard Hoops 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. Hoops explained the YTD numbers were good with room-nights of 642,767. He noted at this time Visit Indy is on a pace of 124% of their goal. He added the booking of Future Farmers of America ("FFA") this year was a real bonus. Mr. Hoops added overall the YTD numbers were solid and revenue is growing year over year. Mr. Goode asked if he had any forecasts for 2016 and Mr. Hoops stated Visit Indy was on par to book in the mid to high 700's for room-nights. There were no further questions for Mr. Hoops at this time.

Mr. Goode introduced Mr. Levengood who presented the **ICCLOS Sales Report** which is attached to and made a part of these Minutes. Mr. Levengood stated we had a nice month for occupancy in the exhibit halls and a good month in August with attendance of approximately 116,500. He added we are anticipating 2016 to be a strong year as well. Mr. Goode asked if there were any questions for Mr. Levengood regarding the ICCLOS Sales Report and there were none at this time.

Mr. Goode introduced the **Virginia Avenue Parking Resolution** agenda item to the Board explaining it was in essence to cap future contracts for the garage. Mr. Levengood and Mr. McClamroch explained this Resolution would mean the Board, rather than CIB staff, would approve any future commitment of space in the Virginia Avenue Garage because in that regard the garage is already full making this resolution a necessity. Mr. Goode asked if there were any questions or comments and there were none. Upon a motion by Mr. Thompson and a second by Mr. Brown, the **Virginia Avenue Parking Resolution** was unanimously approved as presented.

Mr. Levensgood presented the **BLF Concession Equipment** which is attached to and made a part of these Minutes. He explained this project involves purchase of various pieces of kitchen equipment for the replacement of existing equipment. This project is being undertaken consistent with the recently amended Operating Agreement between the Pacers. The project was estimated at \$350,000, so consistent with Indiana's Public Procurement Laws the CIB published invitations to Bid. The low bid was submitted by Douglas Equipment, Inc. in the amount of \$212,084.94. He added Staff and Counsel have reviewed all of the documents and would ask for the Board's approval to award the contract to Douglas Equipment, Inc. as the most responsive and responsible bidder. Mr. Goode asked if there were any questions from the Board for Mr. Levensgood. Mr. Thompson inquired about the MBE/VBE requirements with regard to this contract. Mr. Levensgood explained there were no MBE / VBE requirements because this was a supply contract. There were no further questions. Upon a motion by Ms. Mays-Medley and a second by Mr. Brown, a contract with Douglas Equipment, Inc. for BLF Concession Equipment was unanimously approved as presented.

The next agenda item was the **BLF Unified Communications** of which is attached to and made a part of these Minutes. Mr. Levensgood explained to the Board this project involved replacing the existing analog phone system with a new Internet Protocol (IP) based phone system. This project is being undertaken consistent with the recently amended Operating Agreement between the Pacers. The project was estimated at \$706,000 so consistent with Indiana's Public Procurement Laws the CIB published Requests for Proposal ("RFP"). Mr. Levensgood explained Staff and Counsel have reviewed all the documents and strongly recommend to the Board we award the contract to Gibson Teledata, Inc. in the amount of \$364,283. There were no questions from the Board. Upon a motion by Mr. Brown and a second by Ms. Mays-Medley, a contract with Gibson Teledata, Inc. was unanimously approved as presented.

The next agenda item was **BLF Power Factor Correction** which is attached to and made a part of these Minutes. Mr. Levensgood explained this project involves modification to existing electrical service and distribution equipment to add power factor correction equipment which would save money on the energy bill. This project is being undertaken consistent with the recently amended Operating Agreement between the Pacers. The project was estimated at \$79,796 so consistent with Indiana's Public Procurement Laws the CIB solicited Quotations from three (3) contractors for base quote. Staff and Counsel have reviewed all the documents and strongly recommend to the Board the contract be awarded to Advanced Technologies in Electrical and Communication Inc. ("ATEC") the amount of \$79,796, as the lowest responsible and responsive quote. Mr. Potesta inquired as to whether or not we would be receiving any credits from IPL for installing this equipment. Mr. Levensgood said he did not think there were any credits available but he would double-check and get back with Mr. Potesta on that matter. Upon a motion by Mr. Brown and a second by Mr. Potesta, a contract with ATEC, Inc. was unanimously approved as presented.

The next agenda item was the **BLF Stairway to Event Level** of which is attached to and made a part of these Minutes. Mr. Levensgood explained to the Board this project involves construction of one set of stairs starting at the Entry Pavilion level and finishing

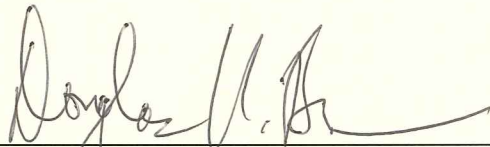
at the event level. This project is being undertaken consistent with the recently amended Operating Agreement between the Pacers. The project was estimated at \$374,992, so consistent with Indiana's Public Procurement Laws the CIB published Invitations to bid. Mr. Levengood explained Staff and Counsel have reviewed all the documents and strongly recommend to the Board we award the contract to J.C. Ripberger Construction Corp. in the amount of \$398,300 determining their bid is both responsive and responsible. Mr. Levengood offered to answer any questions from the Board and there were none. Upon a motion by Mr. Dora and a second by Ms. Mays-Medley, a contract with J.C. Ripberger Construction Co. was unanimously approved as presented.

The next topic on the agenda was the September **Claims**. Mr. Goode 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. Brown and seconded by Ms. Mays-Medley, Claims 989G, 881B and 981C were unanimously approved by the Board.

There being no **Other Business** to address and **Public Comment**, the meeting was adjourned.



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



Douglas R. Brown, Secretary
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