

CAPITAL IMPROVEMENT BOARD OF MANAGERS
OF MARION COUNTY, INDIANA
Minutes of Meeting
Friday, September 9, 2016-8:30am
Indiana Convention Center Boardroom

A Meeting of the Capital Improvement Board of Managers of Marion County, Indiana ("Board") was held on September 9, 2016 in the Indiana Convention Center's Boardroom.

Board Members present included Melina Kennedy, David E. Corbitt, Mary Ann Fagan, Douglas R. Brown, Jim Dora Jr., Maggie A. Lewis, Brenda Myers, David Ruhmkorff, and Michael C. Terrell as well as Ex-Officio, Leonard Hoops. Others in attendance included Barney Levensgood, Executive Director, Mary Solada, General Counsel, Bingham Greenebaum Doll LLP, Bart Brown, City Council, James Wallis, Visit Indy ("VI") Daren Kingi, 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.)

Ms. Kennedy introduced the **Approval of Minutes** for the Friday, August 19, 2016 meeting. Upon a motion by Mr. Brown and seconded by Ms. Lewis, the Minutes were unanimously approved as presented.

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

Ms. Kennedy 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 reviewed the Visit Indy Sales reports with the Board explaining trends and variances in the main areas of Downtown, Marion County and outside Marion County. He pointed out to the Board there was incorrect data listed for the occupancy % in the Hotel Market share performance for Marion County and Non-Marion County, adding this discrepancy was not noticed until after the reports had been distributed and noted the other reports were correct. He pointed out the July data for the MSA is very good compared to past years. Mr. Hoops reminded the Board that anything over 70% occupancy is considered good and occupancy in July was 74.5% which was extremely good. He informed the Board that Revenue is up 7.1 % ahead of pace compared to the 2015 numbers and also stated he anticipated good numbers for August with Gen Con's totals included. For the YTD Mr. Hoops explained the number of booked nights was 574,000 and ahead of the end of August goal of 516,000. He added at this pace Visit Indy had a very good chance of reaching its end of the year goal of 775,000

room nights booked. Mr. Hoops noted one of the larger bookings is Kiwanis International in 2020 adding although its headquarters is here in Indianapolis, they have pressure from venues all over the world to have the annual convention in their city. He expressed his appreciation that Kiwanis continues to return approximately every five years to have the International Convention here in Indianapolis. Mr. Hoops made the Board aware of some notable upcoming events including the Circle City Classic in September and Future Farmers of America (“FFA”) returning in October. He emphasized this will be the first time the group is back in Indianapolis since moving the event to Louisville. Mr. Hoops shared that the lead generations for future bookings looked promising with leads for this year higher than the projected goal at this time. He also noted many show decisions including Gen Con will be made by the end of the year and he would keep the Board informed of these bookings. Ms. Kennedy thanked him for his report and asked if there were any further questions for Mr. Hoops from the Board and there were none at this time.

Ms. Hennessey presented the **ICCLOS Sales Report**, which is attached to and made a part of these Minutes. Ms. Hennessey informed the Board the occupancy for August was 48.7% in the Convention Center which was mainly due to Gen Con with attendance of approximately 60,000 people. Other ICC events included WASTECO/STORMCON, HR Indiana Conference, Magic: The Grand Prix event and American Trucking Association, Inc. which spanned over four days. Ms. Hennessey explained this was the first time Gen Con also utilizing space in the Stadium occupying Halls 1 & 2. Other August events included a Colts 5K Run and the Horseshoe Classic Friday Night Kick-off. These all contributed to the 53.8% occupancy at the Stadium for the month of August. Ms. Hennessey noted the Colts were kicking off the regular season on September 11th against the Detroit Lions and let the Board members know going forward in the month the Circle City Classic, Indiana Black Expo Cabaret and the Do it Best October Market are scheduled. Mr. Levensgood added the WASTECO/STORMCON convention was taking place when the recent tornados went through Kokomo, Indiana. He explained all CIB staff, VI staff and attendees of the various in house groups were moved into designated shelter areas and everything went smoothly. He wanted the Board to be aware that these systems are in place and they work well when needed. Ms. Kennedy asked if there were any questions for Ms. Hennessey and there were none at this time.

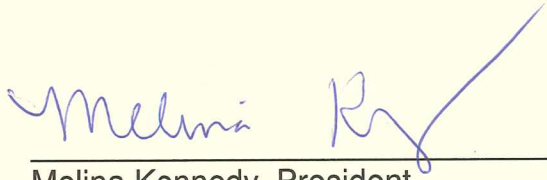
Mr. Levensgood presented the **BLF – Trash / Recycle Containers**, which is attached to and made a part of these Minutes. He explained this project involves the supply contract to purchase 73 trash / recycle containers to replace the existing units at the Fieldhouse in an effort to adopt green practices as well as to keep up the appearance of the building. The project is being undertaken per the Operating Agreement between the CIB and the Pacers. The project was estimated at \$200,000.00, so consistent with Indiana’s Public Procurement Laws, the CIB published invitations to bid for base bid plus 4 alternates. The low bid was submitted by Max-R Corporation in the amount of \$175,738.00. Staff and counsel have determined that this bid is both responsive and responsible. Mr. Levensgood asks for the Board’s approval to award the contract to Max-R Corporation in the amount of \$175,738.00 as the most responsive and responsible bidder. Ms. Kennedy asked if there were any further questions from the Board for Mr. Levensgood. There were none. Upon a motion by Ms. Fagan, and a second by Mr. Dora, a contract with Max-R

Corporation. BLF – Trash / Recycle Containers, was unanimously approved as presented.

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

The next topic on the agenda was the **Claims**. Mr. Levengood presented these to the Board as per the supporting documentation, which is attached to and made a part of these Minutes. Ms. Fagan recused herself from line item 56 on voucher 2372G regarding Bingham Greenebaum Doll LLP. Ms. Kennedy recused herself from line items 40 thru 48 on Voucher 2316C regarding Indianapolis Power and Light. There were no questions from the Board and upon a motion by Ms. Lewis and seconded by Mr. Terrell, Claims 2372G, and 2316C were unanimously approved by the Board taking into account the aforementioned recusals.

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



Melina Kennedy, President
THE CAPITAL IMPROVEMENT BOARD
OF MANAGERS
OF MARION COUNTY, INDIANA



Douglas R. Brown, Secretary
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