

CAPITAL IMPROVEMENT BOARD OF MANAGERS  
OF MARION COUNTY, INDIANA  
Minutes of Meeting  
Friday, December 09, 2016-8:30am  
Indiana Convention Center Boardroom

A Meeting of the Capital Improvement Board of Managers of Marion County, Indiana ("Board") was held on December 09, 2016 in the Indiana Convention Center's Boardroom.

Board Members present included Melina Kennedy, David E. Corbitt, Mary Ann Fagan, Jim Dora Jr., Maggie A. Lewis, Brenda Myers, David Ruhmkorff, and Michael C. Terrell as well as Ex-Officio, Leonard Hoops. Board member Douglas R. Brown was absent. 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, November 11, 2016 meeting. Upon a motion by Mr. Ruhmkorff and seconded by Ms. Fagan, 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 shared some history of the Performance Racing International show ("PRI") explaining how it originally was in Indy, moved to Orlando and eventually returned to Indianapolis with attendance figures higher than ever, noting they passed the 60,000 mark the previous day. Mr. Hoops informed the Board that Visit Indy had secured a one-year extension with Gen Con with the potential for a series of one-year extensions. Ms. Kennedy praised the entire Visit Indy team on a job well done keeping this event in Indianapolis. Mr. Hoops explained 2017 would be the 50<sup>th</sup> Anniversary year for the Gen Con convention and it would be an even larger scale event than in the past. He mentioned Daren Kingi, SVP of Sales, and Chris Gahl, SVP of Marketing, as playing key roles in these negotiations. Mr. Hoops also thanked Board President Kennedy on her support and involvement with the Gen Con proceedings. Mr. Hoops informed the Board Visit Indy is on schedule to hit its goal of 775,000 room nights for the year and expected to reach 850,000 room nights for the third straight year. 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.

Mr. Levensgood introduced Debbie Hennessey the Convention Center Director to present the **ICCLOS Sales Report**, which is attached to and made a part of these Minutes. Ms. Hennessey informed the Board the occupancy for November was 33.9% at the Convention Center and 54.4% at the Stadium. Ms. Hennessey highlighted some notable events for the month including the Monumental Health and Fitness Expo with 12,000 attendees, IHSAA State Football Championships with 46,455 attendees, and the 6<sup>th</sup> Annual Kids Against Hunger Million Meal Marathon with approximately 3,000 participants. In November there were two games at the Stadium with the Colts hosting the Tennessee Titans with 59,000 in attendance and the Pittsburgh Steelers with 61,372 in attendance. Ms. Hennessey informed the Board that the Performance Racing International show ("PRI") is currently in the building with over 48,000 anticipated attendees. She added that Senior Event Manager, Chad Wilke, has done a very good job of coordinating this show for many years. Ms. Hennessey explained the building would finish up the year with the Indianapolis Auto Show with an expected attendance of 50,000. Ms. Kennedy asked if there were any questions for Ms. Hennessey and there were none at this time.

Mr. Levensgood added that while Mr. Hoops and his staff books many of the shows in the building, the ICCLOS Sales staff also books hundreds of events every year. For example, in 2015 Visit Indy booked 86 major (those that produce significant hotel room nights and tax impact) events into ICCLOS facilities (out of 548 events overall booked by Visit Indy for 2015, which includes events booked in hotels and other non-CIB owned facilities) while the ICCLOS team booked 290 events into ICCLOS facilities; in 2016 Visit Indy booked 87 major events into ICCLOS (out of its 653 total booked events) while ICCLOS booked 258 events. Mr. Levensgood further explained the booking policy clarifying the process for the benefit of the newer Board members and informed the Board he would be sharing information, knowledge and history of various CIB topics as the opportunity presents itself in the meetings to assist the members in having a better understanding of the inner workings of the CIB.

Mr. Levensgood presented the **Resolution regarding Responsible Bidding Practices and Submission Requirements** to the Board, which attached to and made a part of these Minutes. He explained that this Resolution involves responsible bidding practices is similar to the ordinance adopted by the City Council. Mr. Levensgood further explained the City Council asked all municipal corporations to look at this issue and consider adopting something similar. He explained that the CIB was asked about this in its Municipal Corporations budget hearings and the staff and Counsel have been working diligently to complete this task. Mr. Levensgood believes this resolution works for all parties and the staff recommends it. He asked for any questions or comments. Mr. Ruhmkorff stated he also supports this resolution adding it is in the best interest of the community to maintain the integrity of the building and protect the investment in our properties as this allows the CIB to continue to draw events into the building. He added having responsible contractors and responsible practices in place is an integral part of this process. Ms. Lewis also commented, thanking Board President Kennedy, Mr. Ruhmkorff, Mr. Levensgood and Doug Brown for their support and involvement. She confirmed the CIB is the first of the

other municipal corporations to comply with this request from Council and she appreciates everyone's efforts.

Upon a motion by Mr. Terrell and seconded by Mr. Corbitt the Resolution regarding Responsible Bidding Practices and Submission Requirements was unanimously approved as presented. Mr. Levengood thanked Mary Solada, General Counsel from Bingham Greenebaum Doll LLP, and her group, in particular Don Graham and Brad Wilt, for all their time and efforts on this project.

Mr. Levengood then presented the **IASTE Collective Bargaining Agreement** which is attached to and made a part of these Minutes. He informed the Board members IASTE stands for International Alliance of Stage and International Employees, commonly known as the "stagehands". Mr. Levengood explained these are the individuals who are responsible for loading in the shows, unloading the trucks, setting up the shows, running the shows and then taking them down at the end of an event and emphasized it requires the expertise of this group to get the shows in and set up on a consistent basis. Mr. Levengood explained the details of the five (5) year Agreement to the Board and answered questions as necessary. He explained that a tentative agreement has already been reached before he brings these matters before the Board, but nothing is signed by Mr. Levengood until he has the Board's approval. He thanked Bob Potter, the long term foreman, John Baldwin, the Business Agent for IASTE and Quinton Quinn, the President of the Local 30, as well as the members on his staff that were directly involved, particularly Convention Center Director, Debbie Hennessey, Business Operations Director, Christina Kelley, and Human Resources Manager, Rick Murphy. He emphasized negotiating these agreements was a long process and involved a large amount of time and effort. He appreciated all the hard work done by those involved. On a motion by Ms. Lewis, which was seconded by Mr. Ruhmkorff, the **IASTE Collective Bargaining Agreement** was approved by the Board as presented.

Mr. Levengood then presented the **Pipefitters Collective Bargaining Agreement** which is attached to and made a part of these Minutes. He explained this group is responsible for all the behind the scenes activities such as maintaining the air conditioning, heating and plumbing; all the things that make the building comfortable. He noted there are 1.6 M square feet in the Convention Center and 1.8 M square feet in the Stadium and there are very few outages due to this ongoing maintenance. Mr. Levengood explained the details of this Agreement which has a five (5) year term with an option to renegotiate wages only in the 4<sup>th</sup> and 5<sup>th</sup> years. He answered questions as necessary and added that Staff and Counsel recommend this to the Board. Mr. Levengood thanked the Pipefitters Business Manager, James "Bubba" Johnson, the Business Agent, John Beaman, and employee representatives, Chris Kerr and Don Gardner, as well as the members on his staff that were directly involved, particularly Director of Operations, Tom Boyle, Business Operations Director, Christina Kelley, and Human Resources Manager, Rick Murphy. There were many hours of work that went into this Agreement as well and he recognized everyone's efforts and commitment to the process. On a motion by Ms. Lewis, which was seconded by Mr. Ruhmkorff, the **Pipefitters Collective Bargaining Agreement** was approved by the Board as presented.

## **Encumbrances and Transfers of 2016 Budget Dollars**

Mr. Kuehr next presented the 2016 **Encumbrances and Transfers of Budget Dollars** summary which is attached to and made a part of these Minutes. Mr. Kuehr explained that he is asking the Board to approve a summary reconciliation of \$6 M from character 3, Other Services and Charges to character 4, Capital Outlays. Mr. Kuehr explained the summarized transfers in no way increase the overall Operating Budget for the CIB for either year, it is only a reconciliation summary of transfers between those line item appropriations. He also included a list of projects from 2016 to which the encumbered funds relate. Mr. Levensgood further explained that rather than money, this actually involved only appropriations and the authority to spend the money, explaining that even though it is the CIB's money, the Council still decides whether or not the CIB has the authority to spend its funds. Bart Brown of the City Council was in attendance and confirmed that this is accurate. In essence, the request is for the authority to spend the money, not the actual funds. Upon a motion by Mr. Ruhmkorff and seconded by Mr. Dora the **Encumbrances and Transfer of Budget Dollars** was unanimously approved as presented.

## **Ticket Policy**

Ms. Kennedy next presented the Ticket Policy Agenda item which is attached to and made a part of these Minutes. This document explains the ticket policy and in essence documents the use of the CIB suite in an effort to be more transparent with regard to the process.

Ms. Kennedy explained the three main objectives in mind when distributing the Suite tickets.

- Business development, to expose our facilities and our city to potential customers and clients
- Donations for charitable causes, noting the CIB has a nice history of this and it should be continued, at the discretion of the Executive Director
- Board Members use to attend events to highlight and represent the City, adding it was important for the Board members to do that from time to time

Ms. Kennedy explained the Board will document the suite ticket use and keep those records for a period of two years. She added this system has worked well so far and added if the Board needed anything or had any suggestions to contact Mr. Levensgood directly. There were no questions from the Board regarding the Ticket Policy at this time. Upon a motion by Ms. Fagan, and a second by Ms. Lewis, the Ticket Policy was unanimously approved as presented.

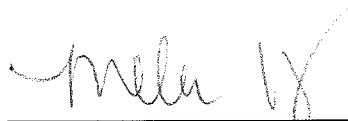
## Citizens Energy

Mr. Levengood explained that periodically he would be presenting different topics to the Board members to help them have a better understanding of all the different facets of the CIB's involvement in the City and its operations. This particular topic relates to Citizen's Gas and Chilled Water and he made reference to the Citizens Energy Group handout which is attached to and made a part of these Minutes. This brochure sets out Citizens Energy's furnishing of chilled water and steam to businesses in the city. He explained when the CIB was building Phase 3 of the Convention Center in 1991, Jim Dora Sr., the Board President at the time, had to make a decision to either continue to use our chillers for air conditioning or to turn them off completely and tap into this new process which at the time was very risky and untested. It turned out to be a wise decision as Mr. Levengood explained in his 26 years Citizens Energy has never missed a beat. He stated the CIB is one of Citizens' largest customers. He explained the relationship between Citizens Energy and the CIB has been incredible and they have been a reliable partner and felt it was important to share that bit of history with 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 89 on voucher 2640 G regarding Bingham Greenebaum Doll LLP. Ms. Kennedy recused herself from line item 32 on Voucher 2696C regarding Indianapolis Power and Light. There were no questions from the Board and upon a motion by Mr. Terrell and seconded by Ms. Fagan, Claims 2640G, and 2696C were unanimously approved by the Board taking into account the aforementioned recusals.

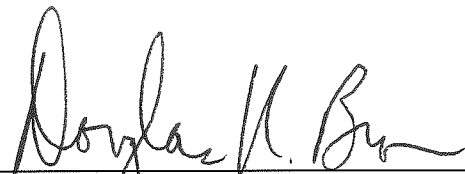
With regard to **Other Business**, Mr. Levengood confirmed to the Board the January 2017 CIB meeting would be held on Friday, January 20<sup>th</sup> at 8:30 am. Ms. Kennedy thanked the Board for all their dedication and time this past year and in particular Mr. Levengood and Mr. Hoops for their leadership. She also recognized the staff of both the CIB and Visit Indy for all their hard work and commitment to service and wished everyone Happy Holidays.

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



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Melina Kennedy, 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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