

CAPITAL IMPROVEMENT BOARD OF MANAGERS
OF MARION COUNTY, INDIANA
Minutes of Meeting
Monday, August 12, 2013
Indiana Convention Center - Boardroom

A Meeting of the Capital Improvement Board of Managers of Marion County, Indiana ("Board") was held on August 12, 2013 in the Indiana Convention Center's Boardroom.

Board Members present included Ann Lathrop, Jay K. Potesta, Jim Dora Jr., David N. Shane, Milton O. Thompson, and Brenda Myers. Board Members Carolene Mays, Maggie A. Lewis and Douglas R. Brown were absent. Ex-Officio, Leonard Hoops was absent as well.

Others in attendance included Barney Levengood, Executive Director, Dan Huges, CFO, Patti Dean, Controller, W. Tobin McClamroch, General Counsel, Bingham Greenebaum Doll LLP, VSI, James Wallis, Visit Indy ("VI"), Chris Gahl, VI, Jerry Semler, 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 the Monday, July 8th meeting. Upon a motion by Mr. Potesta and seconded by Mr. Shane the Minutes were unanimously approved as presented.

Ms. Lathrop introduced Dan Huges who presented the Board with a **Financial Update** as per the supporting documentation, which is attached and made a part of these minutes. Mr. Huges noted Taxes and Operating Revenue were ahead of budget, both month to date and year to date. He pointed out the majority of ahead of budget is in Operating revenues which is different than it has been in recent years. Specifically we are ahead in Food Service, Rental and Labor Reimbursements. He pointed out to the Board the County Admissions tax and the Auto Rental tax we put in place this year are one main reason we are in line with our budget with regard to the Tax Revenues.

Mr. Huges noted Capital Outlays continues to run under budget, being \$ 300,000 under budget for the month and \$1.6M under budget for the year. While some major repairs are close to completion with the wall repairs 80% done and the roof repair completely done, we are starting to work over at LOS in the suites and begin restroom renovations in the Convention Center and as other repairs come through the under budget YTD will decrease.

Ms. Lathrop mentioned that the wall and trim repair looked amazing and she told the Board if they had a chance to take a look at the building to walk around as it looked great and was a big improvement to the building.

Ms. Lathrop asked if there were any questions for Mr. Huge regarding the Financial Statements and there were none at this time. She reminded the Board there will be a special CIB Meeting on August 28th with the main focus being the 2014 budget.

Ms. Lathrop introduced James Wallis who presented the **Visit Indy** with the Market Share Performance report and Room-Night Production documents attached to and made a part of these Minutes. Mr. Wallis thanked the Board for making the necessary upgrades to the building including the walls, as it helped to make selling the building much easier when showing the building to meeting planners. He added having the continuity of the North campus and South Campus rather than the "old" part of the building and the "new" part was a huge benefit for everyone.

Mr. Wallis mentioned the Hotel Symposium would be coming up on August 22nd noting it is really geared toward the hotel industry but it gives a great sense of what is going on in the industry and he told the Board they were all welcome to attend. Mr. Wallis introduced Chris Gahl to inform the Board of some upcoming events.

Mr. Gahl noted this weekend was being called a Monumental weekend with potential of 130,000-140,000 visitors to the city. Events this weekend include Gen Con, Indianapolis Moto GP, Indy Fridge Festival, two Indians Baseball games and the Indiana State Fair. He noted that Gen Con has been one of the better clients with regard to co-marketing and co-branding with the city noting Sun King, a local independent brewer has tapped a special Gen Con brew which will be unveiled on Georgia Street that Wednesday. Georgia Street was also hosting Motorcycles on Meridian on Friday and Saturday with 10,000 motorcycle enthusiasts expected to attend. Mr. Gahl noted Visit Indy has just completed the Summer Leisure \$1M advertising campaign and they would be bringing the results of that campaign to the Board at a future meeting.

Ms. Lathrop mentioned she saw the State had mentioned increasing the budget for tourism dollars and asked Mr. Gahl if they were in dialogue with them with regard to this. Mr. Wallis added that Visit Indy works in conjunction with the Association of Indiana Convention Bureaus and they are continually working to help the State see the value in additional tourism marketing for the State because what they do can complement what Visit Indy does. Mr. Wallis noted that Indiana was 48th of the 50th states in terms of dollars designated to tourism, with the other two states not even having a tourism budget. To put things in perspective Mr. Gahl added that Illinois had a tourism budget of \$55M in comparison to Indiana's \$2.5M and reiterated that Visit Indy is continually in communication with the State regarding this subject.

Ms. Lathrop asked if there were any further questions for Mr. Wallis and Mr. Gahl and there were none.

Ms. Lathrop introduced Mr. Levensgood who presented the **ICCLoS Sales Report** which is attached to and made a part of these minutes. He noted due in part to the work being done at the Fairgrounds, the building did more than our average share of graduations this June. There were seven graduations including Carmel, Lawrence, Avon, Pike, Fishers, Ben Davis and Cathedral.

Mr. Levensgood mentioned in June with the Church of the Nazarene convention we set up the largest show he had ever been involved in with the set up in halls H, I, J, K having a greater seating capacity than what is available in Bankers Life Fieldhouse.

Mr. Levensgood noted that we had a good month and he took the opportunity to tip his hat to the Operations Department, particularly Tom Boyle, noting the wall repairs looked great and that we were able to continue day to day operations while the repairs were being made. Ms. Lathrop asked if there were any questions for Mr. Levensgood and there were none.

Mr. Levensgood presented the next agenda item, **Daktronics Service Agreement** which is attached to and made a part of these Minutes. Mr. Levensgood noted this was a three year agreement which would enable us to have a better rate. He noted the rates were \$140,980 the first year, and would increase to \$160,635 for the second and third year, mainly due to the warranty coming off the ribbon boards that were installed by the Colts, but the CIB is responsible for the maintenance. He noted that staff strongly recommends the agreement and Daktronics does a great job but noted with such sophisticated equipment as these ribbon boards, the maintenance is expensive. Ms. Lathrop asked the Board if there were any questions for Mr. Levensgood or Mr. McClamroch, General Counsel from Bingham Greenebaum Doll. Mr. Shane asked Mr. McClamroch, if he thought the agreement was acceptable and he agreed it was. Upon a motion by Mr. Shane and seconded by Mr. Thompson the Daktronics Service Agreement was unanimously approved by the Board as presented.

Mr. Levensgood then presented the **Disposal of Obsolete Equipment** as per the attached supporting documentation, which is made a part of these minutes. Pursuant to a motion by Mr. Dora and seconded by Mr. Potesta the Disposal of Obsolete Equipment was unanimously approved as presented.

Ms. Lathrop presented **Claims** 523G, 522B and 523C, to the Board as per the supporting documentation, which is made a part of these Minutes. There were no questions, and on a motion by Mr. Potesta which was seconded by Mr. Dora the Claims were unanimously approved by the Board.

The next agenda item was Other Business. Ms. Lathrop informed the Board that this was Dan Huges last CIB meeting as our Chief Financial Officer. She thought it was only fitting to do a Proclamation since Mr. Huges had done such a wonderful job for the CIB in the time he had been here.

Ms. Lathrop read the following into the record:

PROCLAMATION HONORING DANIEL HUGES FOR HIS SERVICE TO

THE CAPITAL IMPROVEMENT BOARD OF MANAGERS OF MARION COUNTY

WHEREAS, Daniel Huges held the position of Chief Financial Officer for the Capital Improvement Board of Managers; and

WHEREAS, Daniel Huge successfully managed the Capital Improvement Board's yearly budgets; and

WHEREAS, Daniel Huge led the Capital Improvement Board's annual audits with the State Board of Accounts, earning great accolades for his departments' attention to detail and accuracy; and

WHEREAS, Daniel Huge was instrumental in developing the Capital Improvement Board's budget forecasting tool, creating a more sustainable financial practice; and

WHEREAS, Daniel Huge demonstrated great financial acumen, allowing the Capital Improvement Board to successfully refinance multiple bond issues thereby saving the Capital Improvement Board approximately 20 million dollars and generating yearly cost savings that will continue into the future.

NOW, THEREFORE, BE IT RESOLVED, by the members of the Capital Improvement Board of Managers and the staff of the Indiana Convention Center and Lucas Oil Stadium that we hereby thank Daniel Huge for his service.

Upon a motion by Mr. Shane, seconded by Mr. Potesta the Proclamation was unanimously adopted.

Mr. Huge said that he appreciated working with the Board and especially appreciated the guidance, review and mentoring of Ms. Lathrop and Mr. Shane in particular when going through the budgeting process. He noted that a lot of these achievements would not have been possible without the efforts and hard work of Patti Dean our Controller and also Bryan Collins of Bingham Greenebaum Doll, as well as many others too numerous to mention. He appreciated the opportunity he was given with the CIB and looked forward to working with many of them in future.

Mr. Levengood also thanked Mr. Huge for his service citing his success with Budgets, Audits and Bonds referred to him as a \$20 Million Dollar Man. Mr. Huge responded that it was a pleasure to work with everyone at the CIB.

Mr. Levengood updated the Board on the "Be Clear on Game Day" policy implemented by the NFL this past Sunday limiting the amount and scope of bags allowed into an NFL stadium. He reported our group at LOS did a phenomenal job with rolling out this new policy. He noted everyone from Stadium Manager Mike Fox, to the CSC and LOS staff, the media, and the Colts organization all worked really hard to get the message out and things went very smoothly.

Ms. Lathrop asked if it was permissible to put a purse inside the allowed plastic bag and Mr. Levengood said that was not in the spirit of the policy and not allowed. He explained the purpose of the policy was to be able to clearly see the items that the fans bring in and help facilitate and expedite the process. The concept being this will enable the guards and security to clearly see the contents. Putting the contents into another

container would subject the guest to further inspection and thus would impede the speed of the process.

There being no further business and no **Public Comment** the meeting was adjourned.



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



Douglas R. Brown, Secretary
THE CAPITAL IMPROVEMENT BOARD
OF MANAGERS
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