

CAPITAL IMPROVEMENT BOARD OF MANAGERS  
OF MARION COUNTY, INDIANA  
Minutes of Meeting  
Friday, June 9, 2017-8:30am  
Indiana Convention Center Boardroom

A Meeting of the Capital Improvement Board of Managers of Marion County, Indiana ("Board") was held on June 9, 2017 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., David Ruhmkorff and Michael C. Terrell, as well as Ex-Officio, Leonard Hoops. Board members Brenda Myers and Maggie A. Lewis were absent. Others in attendance included Barney Levengood, Executive Director, Tim Kuehr, Chief Financial Officer, Kobi Wright, Staff Counsel and Business Operations Director, Eric Neuburger, Stadium Director, Tracy Ross, Controller, Mary Solada, General Counsel, Bingham Greenebaum Doll LLP, James Wallis, Visit Indy ("VI"), Daren Kingi, VI, Bart Brown, City Council, David Sease, SGA, and members of the media. (A copy of the list of those who signed in upon arrival is also attached hereto.)

Mr. Levengood asked Leonard Hoops to present the **Visit Indy Update** with the Market Share Performance report and Room-Night Production documents attached to and made a part of these Minutes. He noted the April hotel revenue numbers were down from last year partly due to the fact we had the Women's Final Four and the Easter holiday in April of 2016. He noted there are several busy months coming up later in the year, in particular August, September and November. Mr. Hoops informed the Board Visit Indy is booking strong for the future and still ahead of their rooms per night's goal for the year. Mr. Hoops mentioned the Meeting Professional International ("MPI") show would be coming to Indianapolis in 2018, which will be a big undertaking, and the result of many years of effort by the Visit Indy team. He emphasized this show has a strong Corporate focus and would bring 1,200 to 2,500 meeting planning decision makers to Indianapolis. Mr. Levengood thanked Mr. Hoops for his report and asked if there were any further questions from the Board and there were none at this time.

Mr. Levengood informed the Board that Ms. Hennessey was on vacation this week and he would be presenting the **ICCLOS Sales Report**, which is attached to and made a part of these Minutes. He stated this was a decent month for the building with occupancy at 53% in the Convention Center for 103,000 attendees, and 20,000 attendees at LOS, combining for an approximate attendance of 123,000 for the month. Mr. Levengood informed the Board the big news is that Stadium Director, Eric Neuburger, after only having been here a few months, was able to capitalize on an opportunity to bring the band U2 to Lucas Oil Stadium on September 10, 2017. Mr. Levengood stated this is as big a concert event as Indianapolis has had for a long time and he wanted the Board to know of Eric's efforts. Mr. Levengood asked if there were any questions regarding the ICCLOS Sales report and there were none at this time.

Ms. Kennedy then introduced the **Approval of Minutes** for the Friday, May 12, 2017 meeting. Upon a motion by Mr. Brown and seconded by Mr. Ruhmkorff, the Minutes were unanimously approved as presented.

Mr. Levengood asked Mr. Kuehr to present the **Review & Accept 2016 Comprehensive Annual Financial Report (CAFR)** agenda item, which is attached to and made a part of these Minutes. Before Mr. Kuehr began his presentation, Mr. Levengood expressed his appreciation to Ms. Kennedy and Ms. Fagan for taking time from their schedules to attend the Pre-Audit and Audit Exit meetings. He praised the Accounting staff on doing an outstanding job delivering this "clean" audit. Mr. Kuehr explained to the Board that every year the State Board of Accounts ("SBOA") audits the Capital Improvement Board. This year the Audit was finished on May 31, 2017. Mr. Kuehr pointed out the SBOA's Opinion letter, also called the Auditor's report on page 14 of the CAFR, and explained for the year 2016, SBOA has issued a "Clean Opinion" to the CIB. That means that the financial statements present fairly, in all material respects, the financial position of the CIB as of December 31, 2016, in accordance with accounting principles generally accepted in the United States. Mr. Levengood added this is about as clean of a report as he has seen since he has been at the CIB. Ms. Kennedy asked the Board if there were any questions pertaining to the CAFR and there were none. Mr. Levengood asked the Board to accept these findings in the Audit as presented. Upon a motion by Mr. Dora and a second by Mr. Ruhmkorff, the **Review & Accept 2016 Comprehensive Annual Financial Report (CAFR)** was unanimously accepted as presented. Ms. Kennedy added that throughout the process the CIB staff was complimented on all their work gathering information and providing documentation, adding there was a lot of work done behind the scenes and she wanted to give a huge "Thank You" to the CIB staff. Mr. Levengood also praised Mr. Kuehr and the Accounting Department on a job well done.

Mr. Levengood informed the Board that the next four agenda items all involved repairs at Bankers Life Fieldhouse as part of the previously agreed upon Amended Operating Agreement between the CIB and the Pacers and that all procurement has been done in accordance with statute.

### **BLF LED Lighting Project**

Mr. Levengood presented the **BLF LED Lighting Project**, which is attached to and made a part of these Minutes. He explained this project involves the replacement of current Fieldhouse lighting in the bowl, also referred to as the sports lighting. The project was estimated at \$700,000.00, so consistent with Indiana's public procurement laws, the CIB published invitations to bid. The low bid was submitted by ERMCO Inc. in the amount of \$709,250.00. Staff and counsel have determined that this bid is both responsive and responsible. Mr. Levengood asked for the Board's approval to award the contract to ERMCO Inc. in the amount of \$709,250.00 as the most responsive and responsible bidder. Ms. Kennedy asked if there were any questions from the Board for Mr. Levengood. There were none. Upon a motion by Mr. Terrell and seconded by Ms. Fagan a contract with ERMCO Inc. for the BLF LED Lighting Project was unanimously approved as presented.

Mr. Levengood presented the **BLF Sky Bridge Repair**, which is attached to and made a part of these Minutes. He explained this project involves repairs needed to the skybridge at Bankers Life Fieldhouse. The project was estimated at \$100,000.00, so consistent with Indiana's Public Procurement Laws, the CIB solicited quotations from 3 contractors for a base quote. The low quote was submitted by Service Glass of Indianapolis, Inc. in the amount of \$96,307.00. Staff and counsel have determined that their quote is both responsive and responsible. Mr. Levengood asked for the Board's approval to award the contract to Service Glass of Indianapolis, Inc. in the amount of \$96,307.00 as the most responsive and responsible quote. Ms. Kennedy asked if there were any questions from the Board for Mr. Levengood. There were none. Upon a motion by Mr. Ruhmkorff and seconded by Mr. Brown, a contract with Service Glass of Indianapolis, Inc. for the BLF Sky Bridge Repair was unanimously approved as presented.

Mr. Levengood presented the **BLF Pacers Locker Room Renovation Phase 2**, which is attached to and made a part of these Minutes. He explained this project involves Phase 2 of the Pacer Locker Room renovations. The project was estimated at \$150,000.00, so consistent with Indiana's Public Procurement Laws, the CIB solicited quotations from 3 contractors for base quote plus one alternate. The low quote was submitted by Verkler, Inc. in the amount of \$196,000.00. Staff and counsel have determined that their quote is both responsive and responsible. Mr. Levengood asked for the Board's approval to award the contract to Verkler, Inc. in the amount of \$196,000.00 as the most responsive and responsible quote. Ms. Kennedy asked if there were any questions from the Board for Mr. Levengood. There were none. Upon a motion by Mr. Brown and seconded by Ms. Fagan, a contract with Verkler, Inc. for the BLF Pacers Locker Room Renovation Phase 2 was unanimously approved as presented.

### **BLF Pacers and Fever Basketball Floor Supply Contract**

Mr. Levengood presented the **BLF Pacers and Fever Basketball Floor Supply Contract**, which is attached to and made a part of these Minutes. Mr. Levengood explained this is a Supply contract and, based on certain facts presented by the Pacers, it was determined the CIB could use a sole source supplier under the procurement statute. This contract is for the purchase of two new wooden portable basketball courts for Bankers Life Fieldhouse; one court is for the Pacers and one court is for the Fever. These courts match the existing practice floor at BLF as well as the practice court at the Pacers practice facility. The supply contract is a sole source from Robbins Sports Surfaces, Inc., for two floors costing \$222,394.00. Mr. Levengood asked if there were any questions regarding the agenda item. Mr. Ruhmkorff asked who would be installing the floor. Mr. Levengood explained the in-house set-up staff at BLF would be installing it. He added since it is a portable floor and is the same as the one they already have they are familiar with the process. Ms. Fagan asked what would happen to the old floors and Mr. Levengood responded they would most likely end up on an upcoming disposal list to go before the Board, but would be sold and not donated. There were no further questions for Mr. Levengood. Upon a motion by Mr. Ruhmkorff and seconded by Ms. Fagan, the supply contract with Robbins Sports Surfaces, Inc., was unanimously approved as presented.

Mr. Levengood presented the **Marriott Sky Bridge Project**, which is attached to and made a part of these Minutes. He explained this project involves painting needed to the Indiana Convention Center skybridge that connects to the downtown Marriott Hotel. The project was estimated at \$40,000.00, so consistent with Indiana's Public Procurement Laws, the CIB solicited quotations to bid. The low quote was submitted by Quality Interiors, Inc. in the amount of \$35,730.00. Staff and counsel have determined that their quote is both responsive and responsible. Mr. Levengood asked for the Board's approval to award the contract to Quality Interiors, Inc. in the amount of \$35,730.00 as the most responsive and responsible quote. Mr. Levengood explained this project is a little more complicated because the painting would be done in the street area with traffic surrounding the workers and road blockages and they would need to use extra caution to ensure there are no injuries or accidents. Ms. Kennedy asked if there were any questions from the Board for Mr. Levengood. There were none. Upon a motion by Mr. Dora, and a second by Ruhmkorff, a contract with Quality Interiors, Inc. for the Marriott Sky Bridge Project, was unanimously approved as presented.

Mr. Levengood then presented the **AT&T Renewal**, which is attached to and made a part of these Minutes. He explained this for the renewal for the thirty-three analog lines we have in place at the Convention Center and the Stadium. We were able to purchase this from the Indiana State QPA list which enables municipalities to take advantage of the lowest and best cost (generally) in the State. The monthly cost for this agreement is \$779.93, the annual cost is \$9,359.16 and the full three year term cost is \$28,077.48. Since this is a multi-year agreement, it is required to go before the Board for approval. There were no questions from the Board regarding the AT&T Renewal. Upon a motion by Mr. Brown and seconded by Mr. Ruhmkorff, the AT&T Renewal was unanimously approved by the Board 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. Dora and seconded by Ms. Fagan, the **Disposal of Obsolete Equipment** was unanimously approved by the Board.

The next topic on the agenda was **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. Kennedy recused herself from line item 23 on Voucher 3583C regarding Indianapolis Power and Light. Ms. Fagan recused herself from line item 68 on voucher 3520G regarding Bingham Greenebaum Doll LLP. There were no questions from the Board and, upon a motion by Mr. Dora and seconded by Mr. Ruhmkorff, Claims 3520G, and 3583C were unanimously approved by the Board taking into account the aforementioned recusals.

With regard to **Other Business**, Mr. Levengood reminded the Board of the Investment Policy that was approved by the Board at the February 10, 2017 CIB Meeting. He wanted to inform the Board after the policy was put in place that executive staff realized there was a need to make a few edits with regard to adding additional indexes. These edits have been reviewed with Ms. Fagan as Treasurer and by legal counsel. He explained

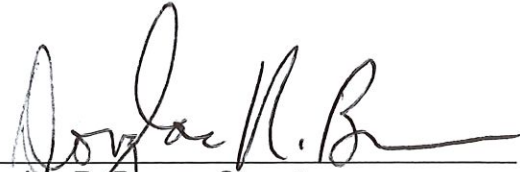
there was no action required by the Board, but he wanted to be sure the Board was made aware of these changes and they were reflected in the Minutes.

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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