

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

A Meeting of the Capital Improvement Board of Managers of Marion County, Indiana ("Board") was held on December 8, 2017 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 Levengood, Executive Director, Mary Solada, General Counsel, Bingham Greenebaum Doll LLP, Daren Kingi, Visit Indy ("VI"), James Wallis, 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 brought the final meeting of 2017 to order thanking everyone for a strong finish to the year and thanking all the people who work behind the scenes supporting Mr. Levengood for all their hard work.

Ms. Kennedy introduced the **Approval of Minutes** for the Friday, November 10, 2017 meeting. Upon a motion by Mr. Ruhmkorff and seconded by Mr. Dora, 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 to date 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 informed the Board that Performance Racing Industry ("PRI") was currently in the building with an estimated attendance of 60,000. He explained there are now four annual groups coming to Indianapolis that bring in more than 60,000 people for their events adding that two of these events occur in December which is one of the most challenging months for booking. He noted these four groups are PRI, Gen Con, Future Farmers of America ("FFA") and the Big 10 Championship. Mr. Hoops noted many cities do not have any events of this magnitude and stressing how impressive it was that Indianapolis currently has four.

With 756,000 room nights year to date, Mr. Hoops confirmed VI would reach its goal of 800,000 room nights and estimated VI would end the year with a total between 820,000

and 870,000. 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 in the Convention Center for November was 50.6% in the Exhibit halls, 56.4% in the Ballrooms and 62.2% in the Stadium. Ms. Hennessey noted the Colts had games against the Pittsburgh Steelers and the Tennessee Titans. She also mentioned some of the other significant events including Music For All Bands of America Grand Nationals with approximately 39,000 attendees, National Catholic Youth Conference with approximately 25,000 attendees, North American Cystic Fibrosis Conference with approximately 5,451 attendees and the Indiana Conference for Women with approximately 1,500 attendees. Ms. Hennessey explained the rest of the month would continue to be busy with the final two Colts games of the season against the Denver Broncos and the Houston Texans, the Big Ten Football Championship FANFEST with approximately 50,000 attendees and then the year closing out with the Indianapolis Auto Show with anticipated attendance of 50,000. Ms. Kennedy asked if there were any questions for Ms. Hennessey and there were none at this time.

Mr. Levensgood presented the **Visit Indy Contract** which is attached to and made a part of these Minutes. He explained this was a Service Agreement between Visit Indy and the CIB with a one-year term extending through December of 2018. Mr. Levensgood noted this was approximately a 3% increase from the 2017 agreement as well as including office space and parking. Mr. Levensgood explained the CIB providing these items to it on a complimentary basis enables VI to use the money the CIB gives it in more efficient ways than toward operating expenses which is a great advantage to Visit Indy. Mr. Levensgood shared with the Board there is a strong working relationship between Visit Indy and the CIB on every level from Sales Leadership on up to Board Leadership adding the CIB is looking forward to extending its agreement. Mr. Hoops added the agreement reflects the same numbers allotted to Visit Indy as set out in the CIB 2018 Budget. Mr. Levensgood offered to answer any questions from the Board. There were none at this time. Upon a motion by Ms. Lewis and a second by Mr. Ruhmkorff, the Visit Indy Contract was unanimously approved as presented. Mr. Hoops thanked all for their continued support.

Mr. Levensgood presented the **Resolution regarding Junior Subordinate Notes** which is attached to and made a part of these Minutes. Mr. Levensgood explained this resolution pertains to the Junior Subordinate Notes and introduced Mary Solada, General Counsel from Bingham Greenebaum Doll LLP, to answer any questions pertaining to the resolution. Ms. Solada stated the City Council must approve any indebtedness the CIB has and explained extending a note is considered a new debt. This resolution allows Board leadership including Ms. Kennedy as Board President, Mr. Levensgood as Executive Director and Ms. Solada as General Counsel the flexibility to act on behalf of the Board to negotiate these notes and make any further necessary modifications. There were no questions from the Board. Upon a motion by Mr. Ruhmkorff and seconded by Ms. Fagan the **Resolution regarding Junior Subordinate Notes** was unanimously approved as presented.

Mr. Levensgood next presented the **Sagamore Ballroom Lighting** which is attached to and made a part of these Minutes. He explained this project involves replacing the Sagamore Ballroom lighting fixtures and controls. This project was estimated to cost \$275,000.00, so consistent with Indiana's Public Procurement Laws, the CIB published Invitations to Bid for base bids plus one (1) alternate. The decision was made to decline the alternate. The low bid was submitted by Barth Electric in the amount of \$548,908.00. Staff and counsel recommend the contract be awarded to Barth Electric in the amount of \$548,908.00 as the most responsive and responsible bidder. There were no questions from the Board. Upon a motion by Ms. Fagan, and a second by Mr. Dora, a contract with Barth Electric for the Sagamore Ballroom Lighting, was unanimously approved as presented.

Mr. Levensgood next presented the **Supply Quote for Victory Field Suite Furniture** which is attached to and made a part of these Minutes. He explained this project involves the supply contract to purchase Victory Field Suite furniture. The project is being undertaken consistent with the recently executed Operating Agreement between the CIB and the Indianapolis Indians. He explained the project was estimated at \$140,000.00, so consistent with Indiana's Public Procurement Laws, the CIB solicited Quotations for base quote plus eight (8) alternates. The decision was made to accept the alternates. The low quote was submitted by RJE Business Interiors in the amount of \$192,240.72. Staff and counsel recommend the contract be awarded to RJE Business Interiors in the amount of \$192,240.72 as the most responsive and responsible quote. There were no questions from the Board. Upon a motion by Ms. Fagan, and a second by Mr. Ruhmkorff, a supply contract with RJE Business Interiors for the Victory Field Suite Furniture, was unanimously approved as presented.

Mr. Kuehr next presented the **Encumbrances of 2017 Budget Dollars** summary which is attached to and made a part of these Minutes. He explained this pertains to Capital Projects that were budgeted in 2017 but were not yet completed. Mr. Kuehr explained the process is necessary so the funds from 2017 are properly appropriated to 2018 when the work is actually completed. He also included a list of projects from 2017 to which the encumbered funds relate. Upon a motion by Ms. Lewis and seconded by Mr. Dora the **Encumbrances of 2017 Budget Dollars** was unanimously approved as presented. Mr. Levensgood informed the Board going forward the CIB would present the Encumbrances of Budget Dollars, as well as any transfer of Budget Dollars if necessary, in December of each year per the request from Bart Brown of the City County Council.

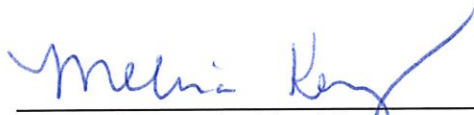
Mr. Levensgood presented the next agenda item **Infiniti 2 year Agreement** which is attached to and made a part of these Minutes. Mr. Levensgood explained this is a multi-year agreement for use of radios during large events at Lucas Oil Stadium such as Colts games and NCAA tournament games. He explained this is a woman owned business that the CIB has established a good relationship with and added the fees charged have not increased in the last 10 years. Upon a motion by Mr. Ruhmkorff and seconded by Ms. Fagan the Infiniti 2 year Agreement was unanimously approved as presented.

The next topic on the agenda was the **Claims**. Mr. Levensgood presented these to the Board as per the supporting documentation, which is attached to and made a part of these

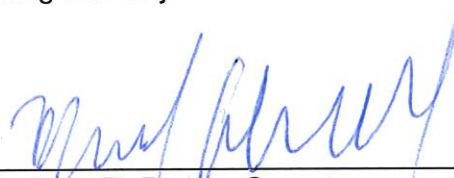
Minutes. Ms. Fagan recused herself from line item 52 on voucher 4372G regarding Bingham Greenebaum Doll LLP. Ms. Kennedy recused herself from line item 33 on Voucher 4463C regarding Indianapolis Power and Light. There were no questions from the Board and upon a motion by Ms. Lewis and seconded by Mr. Ruhmkorff, Claims 4372G, and 4463C were unanimously approved by the Board taking into account the aforementioned recusals.

In **Other Business** Mr. Levengood reminded the Board the CIB meeting dates for 2018 were scheduled and were being held on the second Friday of each month as has been done in the past, with the exception of the February CIB meeting which will be held on the 16th.

Ms. Kennedy thanked all the Board members for their service in 2017 and for making their attendance to the monthly CIB meeting a priority. There being no further 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~~
THE CAPITAL IMPROVEMENT BOARD
OF MANAGERS
OF MARION COUNTY, INDIANA

Michael C. Terrell

