

CAPITAL IMPROVEMENT BOARD OF MANAGERS
OF MARION COUNTY
Minutes of Meeting
Friday, June 17, 2022-8:30 am
Visit Indy Boardroom
and Via Teleconference

A Meeting of the Capital Improvement Board of Managers of Marion County, ("Board") was held on June 17, 2022. Per Indiana law, this meeting took place in person as well as via teleconference. Board members Melina Kennedy, David Ruhmkorff, Jim Dora Jr., Earl Goode and Jaime Bohler Smith attended in person. Board members Mick Terrell and Maggie A. Lewis attended the meeting virtually as did Ex-Officio Leonard Hoops. Board members David E. Corbitt and Sarah Fisher were absent. Others in attendance included Andy Mallon, Executive Director, Mary Solada, General Counsel, Dentons Bingham Greenebaum LLP ("DBG"), Tom Boyle, Director of Operations, Kobi Wright, Chief Legal Officer and Business Operations Director, Tim Kuehr, Chief Financial Officer, Monique Wise, Director of Sales and Marketing, Art Kodroff, Controller, Scott Schuster, Katz, Sapper & Miller ("KSM"), Trent Parkinson, KSM, David Sease, SGA, Scott Berghoff, Indiana House of Representatives, and members of the media. (A copy of the list of those who were in attendance is attached hereto.)

Ms. Kennedy introduced the **Approval of Minutes** for the May 13, 2022, CIB Meeting which are attached to and made a part of these Minutes. Mr. Goode motioned to approve the Minutes. Mr. Dora seconded said motion. Mr. Mallon read the roll call to poll the Board and document the vote of each Board Member with the following results:

Melina Kennedy: Yes
Mick Terrell: Yes
David Ruhmkorff: Yes
Jim Dora-Yes
Maggie Lewis: Yes
Earl Goode: Yes
Jaime Bohler Smith: Not yet present
Sarah Fisher: Not present
David Corbitt: Not present

There were no further comments from the Board. The Minutes from the May 13, 2022 CIB Meeting were approved as presented.

Mr. Kuehr presented the **Financial Update** to the Board as per the supporting documentation, which is attached hereto 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 then introduced the **Visit Indy Updates** agenda item as attached hereto and made a part of these Minutes and presented by Leonard Hoops. Mr. Hoops updated the Board on the Hotel Market Share Performance for the previous month and explained the VI Room-Night Production by Year, Venue and Market Segment, comparing this year's results to past years' results using data and graphs. Mr. Hoops noted that the downtown revenue for hotels look great and that YTD for Marion county there was an all-time record through the end of April

with downtown at 102.2% of the 2019 revenue numbers for Marion County. Mr. Hoops also noted that VI was at 91% of their booking goals and at 99.6 % of the lead night goal for the year which was very encouraging. Mr. Hoops informed the Board that the NFL's decision regarding the NFL Combine's return to Indianapolis in 2023 and 2024. He noted that there were many people involved in this process thanking the Irsay Family, the Colts Organizations and Pete Ward, Mr. Mallon, Mr. Neuburger, Ms. Wise and the entire CIB team, as well as ISC and the Mayor's office as well as the entire VI staff for all their efforts and hard work to keep the Combine in Indianapolis. In particular, he wished to thank Chris Gahl who was the lead on the bid process and lived and breathed the NFL Combine for months and did an incredible job representing Indianapolis. Mr. Hoops informed the Board that VI had just launched their \$800,000 Summer Leisure Campaign for 2022 consisting mainly of online marketing. Mr. Hoops concluded his presentation by informing the Board that soon what he considers the greatest spectacle in volleyball, the US Juniors Girls Nationals, would be coming to Indianapolis with approximately 60,000 attendees. He explained this was a long tournament taking place over a 2-week period and noted that this event has a greater economic impact and higher room nights than some of the larger shows such as Gen Con, FDIC, PRI and FFA. Mr. Hoops noted that from June 23 to July 4th downtown would be very busy hosting these volleyball enthusiasts. Ms. Kennedy asked the Board if there were any further questions for Mr. Hoops and there were none at this time. She thanked Mr. Hoops for his presentation and congratulated him on the NFL Combine returning to Indianapolis.

Ms. Kennedy introduced the next agenda item **ICCLoS Sales Report** as attached hereto and made a part of these Minutes. She introduced Monique Wise to present the ICC portion of the report. Ms. Wise informed the Board that the building's occupancy was 60.4% YTD for 2022 as compared to 65.4% in 2019 noting that while things are going in a positive direction, the numbers are running a little behind what they were prior to the pandemic. Ms. Wise highlighted several significant events held at the Convention Center since the CIB meeting in May including Tyler Technologies and the American Academy of Physicians Assistants and noting they were two large back-to-back national meetings with zero days in between. She stressed that the building staff really did an amazing job with this large turnover over a very narrow window of time. Ms. Wise explained that the building then went right into the Indiana Economic Development Corporation's Global Economic Development Summit, which was another very labor-intensive event with lots of moving parts and a short window of time to turn. She complimented the set up department, sound and light department, utilities and housekeeping staff for their professionalism and dedication. She relayed to the Board that it was a big success and the clients were extremely pleased with the outcome. She informed the Board that the facility also hosted a total of 7 graduation ceremonies in May adding to the busy month. Ms. Wise noted that already in the month of June the Convention Center has hosted Graphics Pro Expo, Sports, Inc., Kiwanis International and Pop Con adding that all of these are repeat customers. Ms. Wise explained that local meeting planners brought the concept of Pop Con to the Convention Center in 2013. She informed the Board that this event has grown from using 1 exhibit hall and having 9,000 attendees in 2014 to hosting approximately 20,000 attendees over the course of the now 4-day event, emphasizing the importance of community partnerships and the CIB's role in providing the platform for even the smaller meetings. She noted that currently the building was hosting the Gospel Coalition Women's Conference in the North Campus with approximately 9,000 women attending from all over the United States and staying through the weekend. Ms. Wise mentioned significant upcoming events including the Indiana Democratic Convention, USA Volleyball Girl's Jr. National Championship, which she noted will use every exhibit hall and will include the use of over 80 Volleyball courts, AAU girls' basketball and the return of the IBE Summer Celebration after a 2-year hiatus due to the

pandemic. Ms. Wise introduced Monica Brase the newest member of the CIB staff to the Board explaining that she has recently joined the CIB as Public Information Marketing Manager. Ms. Kennedy thanked Ms. Wise for her presentation and asked the Board if there were any questions. There were no questions for Ms. Wise at this time.

Ms. Kennedy introduced Mr. Neuburger to present the LOS portion of the Sales Report. Mr. Neuburger informed the Board that currently the Stadium was dark as far as events were concerned as the installation of the video and audio boards were taking place as well as renovations in the locker rooms. He did note that there was quite a bit of activity to report since the May meeting. He explained the Stadium hosted a Swimming Board Meeting and were in the process of building excitement for the upcoming US Swimming Trials in 2024. Mr. Neuburger informed the Board that the Stadium hosted a tasting party for 20 kids highlighting the Sodexo Live! fall menu items as part of the continued effort to provide attractive menu items for those younger attendees. He explained that the attendees were provided with chef's hats and able to observe how the food is prepared by the catering staff before the tasting party. He noted that LOS hosted a wedding last month and had another one on the calendar for this month. Mr. Neuburger informed the Board that later in July the Stadium would be back in operation with the first event being Big Ten Media Days. He noted that this was the second time LOS was hosting this special event. Ms. Kennedy asked the Board if there were any questions for Mr. Neuburger and there were none at this time. Ms. Kennedy thanked Mr. Neuburger for his report and moved on to the next agenda item.

Ms. Kennedy introduced Mr. Mallon to present the **Review & Accept 2021 Annual Comprehensive Financial Report (ACFR)** agenda item, which is attached to and made a part of these Minutes. Mr. Mallon explained that in past years the CIB's audit had been executed by the State Board of Accounts but that this year the SBOA hired the Advisory, Tax and Audit firm of Katz, Sapper & Miller ("KSM") to perform the audit. He introduced Scott Schuster and Trent Parkinson of KSM to present the audit findings to the Board. Mr. Schuster explained to the Board they were contracted to perform the audit and they have completed it. He explained that the SBOA has reviewed these findings and have signed off on the audit. He explained they use general audit standards and that part of this process is to walk through the CIB's internal controls. He explained that they found no weaknesses or deficits in the audit and there were no audit entries. Mr. Schuster stated that the scope and timing of audit went as planned. He stated this was a very clean audit with the CIB staff well prepared and the financial statements in great shape, adding that he cannot say that about too many places. Mr. Schuster explained that KSM is independent with regard to engagement and also noted this was far and away the cleanest audit KSM has performed and concluded it was a great job. Mr. Mallon thanked him and stated that he was super proud of Mr. Kuehr, Mr. Kodroff and the entire Accounting department. He explained to the Board that the CIB is entrusted with a great deal of public money and that he and the staff work very hard to track and document every dollar entrusted to them. He stressed that the CIB strongly believes in full transparency and he is very thankful to KSM for their part performing the Audit to further ensure that the CIB is not missing anything. Mr. Mallon thanked them for their report. Ms. Kennedy noted that she along with Mr. Terrell and Mr. Mallon were able to meet with the KSM the day before to ask further questions and they were satisfied with the results of the Audit. Ms. Kennedy asked the Board if there were any questions pertaining to the ACFR and there were none. Ms. Kennedy asked the Board to accept these findings in the Audit as presented. Ms. Lewis motioned to accept the 2021 Annual Comprehensive Financial Report (ACFR) and Mr. Ruhmkorff seconded said motion. Mr. Mallon read the roll call to poll the Board and document the vote of each Board Member with the following results:

Melina Kennedy: Yes
Mick Terrell: Yes
David Ruhmkorff: Yes
Jim Dora-Yes
Maggie Lewis: Yes
Earl Goode: Yes
Jaime Bohler Smith: Yes
Sarah Fisher: Not present
David Corbitt: Not present

The 2021 Annual Comprehensive Financial Report (ACFR) was unanimously accepted as presented.

Mr. Mallon presented the **Logicalis Security Software and Licensing 5yr Agreement** agenda item which is attached to and made a part of these Minutes. Mr. Mallon explained that this is our security Enterprise Agreement for the Cisco network and included security software and maintenance as a part of the CIB's Cyber Security protection. He explained that this agreement was for a 5-year term with a total cost of \$160,955.74 to be paid annually in increments of \$32,191.15 each year. Ms. Kennedy asked the Board if there were any questions and there were none at this time. Mr. Ruhmkorff motioned to approve the Logicalis Security Software and Licensing 5yr Agreement agenda item and Mr. Dora seconded said motion. Mr. Mallon read the roll call to poll the Board and document the vote of each Board Member with the following results:

Melina Kennedy: Yes
Mick Terrell: Yes
David Ruhmkorff: Yes
Jim Dora-Yes
Maggie Lewis: Yes
Earl Goode: Yes
Jaime Bohler Smith: Yes
Sarah Fisher: Not present
David Corbitt: Not present

The Logicalis Security Software and Licensing 5yr Agreement agenda item was unanimously approved as presented.

Mr. Mallon presented the **ICC Elevator and Escalator Modifications** agenda item which is attached to and made a part of these Minutes. Mr. Mallon explained that this project consists of the modification of the F-1 freight elevator to include New Microprocessor control system, freight door equipment and control system and hydraulic components. Mr. Mallon explained that the freight elevator is, in essence, being rebuilt entirely and also consists of the modification of the microprocessor control system of four escalators which reside along Maryland St. He noted the project was publicly bid under Ind. Code 36-1-12 and estimated at \$900,500. The low responsive and responsible bid was submitted by American Elevator, Inc. in the amount of \$888,000. Mr. Mallon explained that all work will be performed exclusively by American Elevator Union technicians and XBE Participation was 0%. Staff and council recommend the award to American Elevator, Inc. in the amount of \$888,000. There were no questions from the Board at this time. Mr. Dora motioned to approve the ICC Elevator and Escalator Modifications agenda

item and Ms. Lewis seconded said motion. Mr. Mallon read the roll call to poll the Board and document the vote of each Board Member with the following results:

Melina Kennedy: Yes
Mick Terrell: Yes
David Ruhmkorff: Yes
Jim Dora-Yes
Maggie Lewis: Yes
Earl Goode: Yes
Jaime Bohler Smith: Yes
Sarah Fisher: Not present
David Corbitt: Not present

The Elevator and Escalator Modifications agenda item was unanimously approved as presented and the contract awarded to American Elevator, Inc. in the amount of \$888,000.

Ms. Kennedy introduced the next agenda item **Disposal of Obsolete Equipment** as attached hereto and made a part of these Minutes and presented by Andy Mallon. Mr. Mallon noted the list of equipment has been reviewed by Staff and found to have no book value. Ms. Kennedy asked if there were any questions from the Board and there were none at this time. Mr. Goode motioned to approve the Disposal of Obsolete Equipment agenda item and Mr. Ruhmkorff seconded said motion. Mr. Mallon read the roll call to poll the Board and document the vote of each Board Member with the following results:

Melina Kennedy: Yes
Mick Terrell: Yes
David Ruhmkorff: Yes
Jim Dora-Yes
Maggie Lewis: Yes
Earl Goode: Yes
Jaime Bohler Smith: Yes
Sarah Fisher: Not present
David Corbitt: Not present

The Disposal of Obsolete Equipment agenda item was unanimously approved as presented.

Ms. Kennedy introduced the **Claims** as attached hereto and made a part of these Minutes. Mr. Mallon presented Operating Claims 11717G. There were no questions from the Board at this time. Ms. Kennedy recused herself from line item 66. Mr. Ruhmkorff motioned to approve the Operating Claims and Mr. Dora seconded said motion. Mr. Mallon read the roll call to poll the Board and document the vote of each Board Member with the following results:

Melina Kennedy: Yes, with exception of recusal of line item 66
Mick Terrell: Yes
David Ruhmkorff: Yes
Jim Dora-Yes
Maggie Lewis: Yes
Earl Goode: Yes
Jaime Bohler Smith: Yes
Sarah Fisher: Not present

David Corbitt: Not present

The Operating Claims 11717G were approved as presented by the Board taking into consideration the aforementioned recusal.

Mr. Mallon presented the Confirming Claims 11677C. There were no questions from the Board at this time. Mr. Ruhmkorff motioned to approve both the Operating Claims and the Confirming Claims and Mr. Dora seconded said motion. Mr. Mallon read the roll call to poll the Board and document the vote of each Board Member with the following results:

Melina Kennedy: Yes
Mick Terrell: Yes
David Ruhmkorff: Yes
Jim Dora-Yes
Maggie Lewis: Yes
Earl Goode: Yes
Jaime Bohler Smith: Yes
Sarah Fisher: Not present
David Corbitt: Not present

The Confirming Claims 11677C were unanimously approved as presented by the Board. Mr. Mallon next presented the BLF Confirming Construction Claims B229 as attached hereto and made a part of these Minutes. There were no questions from the Board at this time. Mr. Ruhmkorff motioned to approve the BLF Construction Claims and Mr. Dora seconded said motion. Mr. Mallon read the roll call to poll the Board and document the vote of each Board Member with the following results:

Melina Kennedy: Yes
Mick Terrell: Yes
David Ruhmkorff: Yes
Jim Dora-Yes
Maggie Lewis: Yes
Earl Goode: Yes
Jaime Bohler Smith: Yes
Sarah Fisher: Not present
David Corbitt: Not present

There were no further comments from the Board. Bankers Life Fieldhouse Vouchers B229 were unanimously approved as presented.

In an abundance of caution, it was decided to vote on the approval of the May 13, 2022 CIB Minutes a second time to ensure compliance with Statute 2 of the Board policy pertaining to Participation by Electronic Communication which states "The minimum number of Members who must be physically present at the place where the meeting is conducted is five (5) members." Ms. Bohler Smith arrived after the Minutes were presented and although there was a quorum of 6 Board members approving the Minutes, Ms. Bohler Smith represented the 5th Board member attending the meeting in person. Mr. Mallon read the roll call to poll the Board a second time to document the vote of each Board Member with the following results:

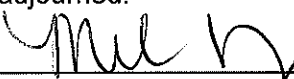
Melina Kennedy: Yes
Mick Terrell: Yes
David Ruhmkorff: Yes
Jim Dora: Yes
Maggie Lewis: Yes
Earl Goode: Yes
Jaime Bohler Smith: Yes
Sarah Fisher: Not present
David Corbitt: Not present

The Minutes from the May 13, 2022 CIB Meeting were approved as presented.


In **Other Business**, Mr. Mallon took this opportunity to say how proud he was of his staff noting that everyone has been through a lot the last few years and with the Volleyball event occupying the building for the upcoming 2-week period the staff would be receiving a well-deserved break from the constant activity of turning over of the building for a new show every couple of days. He thanked the staff for all of their hard work. Mr. Goode commented on his experience attending the recent Global Economic Summit at the Convention Center the previous week noting that the Summit hosted over 30 countries and that the CIB staff did an amazing job. He thanked Mr. Mallon and the staff on behalf of the State stating that the event was extremely well done.

Ms. Kennedy took this opportunity to inform the Board that the CIB's Director of Sales and Marketing, Monique Wise, was recently featured in a national media piece for PCMA as the latest profile in a series of articles highlighting female leaders at event facilities and asked Mr. Mallon to share the link to the article with the Board members so that they would be able to read it as well.

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



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



David Ruhmkorff, Secretary
THE CAPITAL IMPROVEMENT BOARD
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