

CAPITAL IMPROVEMENT BOARD OF MANAGERS
OF MARION COUNTY, INDIANA
Minutes of Meeting
Monday, July 8, 2013
Indiana Convention Center - Boardroom

A Meeting of the Capital Improvement Board of Managers of Marion County, Indiana ("Board") was held on July 8, 2013 in the Indiana Convention Center's Boardroom.

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

Others in attendance included Barney Levengood, Executive Director, Dan Huges, CFO, Jack Woodside, Special Projects Consultant, Christina Koennecke, Business Operations Director, W. Tobin McClamroch, General Counsel, Bingham Greenebaum Doll LLP, Donald Graham, Bingham Greenebaum Doll LLP, Robert Vane, VSI, James Wallis, Visit Indy ("VI"), Michelle Travis, 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.

The first agenda item was **Approval of Minutes** for the Monday, June 10, 2013 meeting. Upon a motion by Mr. Brown and seconded by Mr. Shane the Minutes were unanimously approved as presented.

Ms. Lathrop then informed that Board the Agenda Item #8 **Daktronics Service Agreement** and Agenda Item #9 **Anthem Parking License Agreement** would be tabled until the August CIB Meeting as Counsel and Mr. Levengood were still working on the final agreement documents.

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 with regard to the Capital Outlays for May we were under budget by \$193K and YTD under budget by \$1.3M. He noted the projects and repairs in the second half of 2013 are still in process and will affect this number. Mr. Huges also noted the tax revenues for May were slightly ahead of budget and YTD under budget by \$568K with key items over budget being Hotel Motel and Food and Beverage taxes. The new taxes for Auto Rental and Admissions added in March of 2013 were the main drivers for under budget. Mr. Huges concluded by saying we were in positive shape and he is of the opinion that our numbers will continue to improve the 2nd half of the year. Ms. Lathrop asked if there were any questions for Mr. Huges regarding the Financial Statements and there were none at this time.

Mr. Huge then presented the **2012 Audited Financial Statements** which is attached to and made a part of these Minutes. Mr. Huge reminded the Board that each year the State Board of Accounts does a financial audit as well as a compliance audit of the CIB. From a compliance standpoint we received a clean compliance audit for the third year in a row which is outstanding. Mr. Huge thanked Patti Dean the Controller and the Accounting staff for doing such a good job. With regard to the financial audit, Mr. Huge directed the Board to page 16 of the attached CAFR document which noted the result of the audit was an unmodified opinion and no material adjustments. He once again thanked Patti Dean the Controller and the Accounting staff for all their hard work all year long. Mr. Huge also noted both documents would be posted on the CIB website the following day. Upon a motion by Mr. Shane and seconded by Mr. Dora the 2012 Audited Financial Statements were unanimously accepted as presented by the Board. Ms. Lathrop thanked Marilyn Rudolph and her team at the State Board of Accounts for all their hard work and cooperation with the audit process as well.

Ms. Lathrop introduced Leonard Hoops who presented the **ICVA Update** with the Market Share Performance report and Room-Night Production documents attached to and made a part of these Minutes. Mr. Hoops noted that the success of the Downtown market benefits the entire area as the majority of people who work downtown live in the other areas of the city, thus the wage element of Downtown sales goes elsewhere. He also noted our two largest annual conventions, FDIC and Gen Con were booked through 2020 and we were in a good position to finish the year strongly. Mr. Brown thanked Mr. Hoops for consistently providing good information to the Board with regard to Visit Indy's numbers and projections. Ms. Lathrop asked if there were any further questions for Mr. Hoops and there were none.

Ms. Lathrop introduced Mr. Levengood who presented the **ICCLOS Sales Report** which is attached to and made a part of these minutes. Mr. Levengood noted the success we have had with the Business to Business shows the last few months. He highlighted the balance between the occupancy at 54% and the number of bodies coming through the building at over 100,000 noting the need to look at both numbers to get the overall picture. Mr. Levengood mentioned other shows of note through the month of May were Do-it-Best, the Church of the Nazarene and the Shriner's. He also mentioned Black Expo was coming up in July and was a great event for the city and entire community. Ms. Lathrop asked if there were any questions for Mr. Levengood and there were none.

Ms. Lathrop presented the **Cultural Tourism** agenda item and resolution which is attached to and made a part of these Minutes. Ms. Lathrop explained the Cultural Development Commission ("CDC") was founded in 2001 following the adoption of a report entitled "The Indianapolis Cultural Development Initiative: Building Participation through Cultural Tourism" ("Report"), which called for funding to support various goals. These goals are as follows:

1. **Stimulate increased cultural participation and engagement by Indianapolis residents**
2. **Maximize the cultural experience for Indianapolis's destination and event visitors**
3. **Strengthen Indianapolis and the surrounding region as a unique cultural destination**
4. **Build a solid sustainable infrastructure to support cultural tourism as a major component of overall cultural development in Indianapolis**

Ms. Lathrop noted the CIB congratulates the CDC, Justice Ted Boehm and the other leaders of CDC for their outstanding leadership, contributions, and success in developing cultural tourism, developing cultural districts, the promotion of public art, and their overall success in achieving their goals. She also noted this marked the conclusion of operations by the CDC and thanked the CDC and its leadership for making Indianapolis a better place to live. The resolution acknowledges their very hard work and formally thanks them for their service. The resolution also formally closes out the project.

Pursuant to a motion by Mr. Shane and seconded by Ms. Mays the Cultural Tourism CDC Resolution was unanimously approved as presented.

The next agenda item was the **2013 Ribbon Board Agreement**. Mr. Levengood introduced Donald Graham from Bingham Greenebaum Doll to the Board to present this item. Mr. Graham reminded the Board that at the April 2013 CIB Meeting there was an agreement that was presented to and approved by the Board pertaining to certain improvements at LOS. One of the components to the agreement was the Indianapolis Colts were to procure and install two new Ribbon Boards at their expense and there was a draft of the Ribbon Board agreement attached as an exhibit to the agreement. The Colts are now ready to proceed with the procurement and the installation of the Ribbon Boards, so we are asking the Board for authority to execute the Ribbon Board Agreement, which is essentially in the same draft form as presented to the Board in April. Mr. Graham explained to the Board there are three exhibits that also are included in this agreement; two of these three documents are not in the final form.

The Colts would like to commence these improvements within the month. Mr. Graham is asking the Board for consideration to approve the form of the agreement once we receive the final authorization of the quotation between the Colts and Daktronics and attach those pending exhibits to the final agreement.

In response to an inquiry by Mr. Shane, Mr. Graham confirmed that installation would not begin until the exhibits are finalized and the agreement signed.

Upon a motion by Ms. Mays and seconded by Mr. Thompson the 2013 Ribbon Board Agreement was unanimously approved as presented by the Board with the exception of Mr. Brown who recused himself from the vote.

Mr. Levensgood presented a **Security Overview** to the Board. He presented an overview to the Board members on the security precautions and procedures done including weekly Safety and security meetings every Wednesday before each Colts game and major event. He noted on average there are 915 to 1000 ushers, ticket takers and guards on staff for each event as well as 125 police officers for each game and/ or event. Mr. Levensgood also shared with the Board there are a total of 574 security cameras in the facility with 300 being at Lucas Oil Stadium and 274 at the Convention Center being mindful of a secure environment and to ensure the best experience for all guests.

Mr. Levensgood informed the Board of a new policy being implemented by the NFL entitled "Be Clear on Game Day". This policy will limit the amount and scope of bags allowed into an NFL stadium. Going forward there will be no backpacks or large purses or containers allowed into LOS or any NFL stadium on game day. Each person will be allowed to bring in one clear plastic bag measuring 12"x 12"x 6". The Colts Pro Shop will have the regulation sized bag with the Colts logo for purchase. Also, if someone chooses to carry a purse and/or clutch with them, the only size that will be permitted is 6 1/2 "x 4 1/2". There was discussion among the Board members regarding the new policy with Mr. Levensgood informing them that the guidelines would be posted on the Colts website as well as the NFL website.

This Ms. Lathrop thanked Mr. Levensgood saying the overview was very helpful. She also thanked Mr. Brown for requesting the information for the Board.

Ms. Lathrop presented **Claims** 522G, 521B and 521C, 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. Brown which was seconded by Ms. Lewis the Claims were unanimously approved by the Board.

Ms. Lathrop informed the Board there would be a second CIB Meeting in August with the main focus being the 2014 CIB Budget. She Ms. Lathrop asked if there were any **Other Business** to address.

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



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