

CAPITAL IMPROVEMENT BOARD OF MANAGERS
OF MARION COUNTY, INDIANA
Minutes of Meeting
Friday, May 13, 2018-8:30am
Indiana Convention Center Boardroom

A Meeting of the Capital Improvement Board of Managers of Marion County, Indiana ("Board") was held on May 13, 2018 in the Indiana Convention Center's Boardroom.

Board Members present included Melina Kennedy, David E. Corbitt, Mary Ann Fagan, Jim Dora Jr., Michael C. Terrell, Brenda Myers, David Ruhmkorff, and Maggie A. Lewis, as well as Ex-Officio, Leonard Hoops. Board member Ray Biederman was absent. Others in attendance included Barney Levensgood, Executive Director, Mary Solada, General Counsel, Bingham Greenebaum Doll LLP, Kevin Bower, Pacers Sports and Entertainment, Daren Kingi, Visit Indy ("VI"), Chris Gahl, VI, Ty Gerig, SGA, Curt Fritsch, CRF Group and members of the media. (A copy of the list of those who signed in upon arrival is also attached hereto.)

Ms. Kennedy introduced the **Approval of Minutes** for the Friday, April 13, 2018 meeting. Upon a motion by Ms. Lewis and seconded by Ms. Fagan, 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.

Field House Management Report

Mr. Kuehr directed the Board to an additional report in the packet, attached to and made a part of these Minutes, which includes financial information from Fieldhouse Management, LLC as required, pursuant to Section 6(b) of the CIB Operating Agreement with the Pacers. He explained that this is the Statement of Revenue and Expenses for the quarter ending March 31, 2018. Mr. Kuehr informed the Board this information has been certified by Fieldhouse Management Treasurer, Kevin Bower who was present to answer any questions. Mr. Bower informed the Board there were 135 ticketed events in this first 3 quarters and this has been a record year for concerts at the Fieldhouse being primarily driven by the Garth Brooks five (5) sold out shows. Ms. Kennedy congratulated Mr. Bower and the Pacers on a great season and Mr. Bower told the Board he wished the Pacers were still playing, but added it was a very enjoyable year. Ms. Kennedy asked if there were any further questions for Mr. Bower 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 and Convention Sales Booking Pace graphs attached to and made a part of these Minutes. Mr. Hoops informed the Board that Visit Indy has had a strong start to 2018 though still not as strong as in 2017. Mr. Hoops explained that when Visit Indy is at 100% pace it has an Occupancy of 70% in the downtown hotels and currently it is at 102% pace. Mr. Hoops added that Revenue in Marion County was up 7.2% from last year at this time and after four (4) months Visit Indy is at 139% of its goal for Convention Bookings. He recognized Daren Kingi and his Sales team and Chris Gahl and the Marketing department for working together and doing a great job selling short term business in the corporate area as well as in regional tourism. He noted with the addition of the digital marketing campaign occupancy downtown is now stronger on the weekend (Friday and Saturday) than during Monday through Thursday, which is a quite a contrast to what it has been in the past. As this was the last CIB Meeting before the global Meeting Planning International ("MPI") show, Mr. Hoops reminded the Board Indianapolis would be hosting approximately 2,000 meeting planner professionals and emphasized the large amount of economic income potential that comes with a show such as this. Mr. Hoops outlined the various events scheduled for the six (6) days of the event as previously noted in the April 13, 2018 CIB Minutes and extended invitations to the Board members for all the evening events adding the Visit Indy team would be sending follow up information to each Board member. 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 April was 84.2% in the Exhibit halls which is well above 70% capacity occupancy for the industry. Ms. Hennessey wished to thank the set-up department, in particular Nathan Roberts and Kyle Bain in the Installation and Dismantle Department ("I & D"), saying they have done an amazing job getting these shows in and out of the facility. Ms. Hennessey highlighted some recent significant events in the building including Indiana Comic Con in April with approximately 17,000 attendees, Fire Department Instructor's Conference ("FDIC") with approximately 34,000 attendees, American Coatings with approximately 12,000 attendees and the One American 500 Festival Mini Marathon Packet pick-up with approximately 40,000 people coming through the building. Ms. Hennessey noted that May promised to be another busy month with Indy Eleven returning to Lucas Oil Stadium for four (4) events, the IUPUI Commencement taking place the upcoming weekend and three (3) additional graduations before the end of the month. Ms. Hennessey informed the Board she is a member of Convention Center Consortiums, a group of Sales leaders throughout the country and during the MPI convention she would be giving this organization a tour of the facility and showcase all Indianapolis and ICCLOS has to offer. Ms. Hennessey introduced the Board to the new Senior Sales Manager, Melissa Weseli, who has been with the CIB for approximately 2 months. She explained Ms. Weseli has been in the hospitality industry for many years with extensive experience in the area of hotel sales and fundraising. She was most recently at the Indianapolis Symphony Orchestra as an Associate Director of Corporate Giving. Ms. Hennessey explained the Board will be seeing her in the building and in the

CIB Suite and asked the Board to welcome Melissa to the CIB team. Ms. Kennedy asked if there were any questions for Ms. Hennessey and there were none at this time.

Mr. Levengood next presented the **Bankers Life Fieldhouse (“BLF”) Offices** agenda item which is attached to and made a part of these Minutes. He explained this project involves the replacement of wall coverings in two (2) conference rooms and the converting of three (3) offices into one large open room at Bankers Life Fieldhouse that can be used for not only meetings but also for entertaining or other functions. This project was estimated to cost \$100,000 so consistent with Indiana’s Public Procurement Laws, the CIB solicited quotations from three (3) contractors for base quote plus three (3) alternates. Mr. Levengood explained determination has been made to accept all three (3) alternates in the amount of \$16,000. The low quote was submitted by Taylor Brothers Construction, Inc. in the amount of \$57,000. Staff and counsel have determined that their quote is both responsive and responsible and recommend the contract be awarded to Taylor Brothers Construction, Inc. in the amount of \$73,000. There were no questions from the Board. Mr. Corbitt stated to the Board he was abstaining from the vote. Upon a motion by Mr. Ruhmkorff, and a second by Mr. Dora, a contract with Taylor Brothers Construction, Inc. for the **BLF Offices** was approved as presented taking into account the aforementioned abstainment.

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. Lewis the **Disposal of Obsolete Equipment** was unanimously approved by the Board.

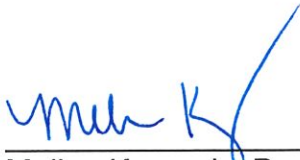
The next topic on the agenda was the **Claims**. Mr. Levengood presented these to the Board as per the supporting documentation, which is attached to and made a part of these Minutes. Ms. Fagan recused herself from line item 60 on voucher 5181G regarding Bingham Greenebaum Doll LLP. Ms. Kennedy recused herself from line item 30 on voucher 5242C 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 5181G, and 5242C were unanimously approved by the Board taking into account the aforementioned recusals.

In **Other Business** Mary Solada, General Counsel, Bingham Greenebaum Doll LLP, informed the Board that the State Board of Accounts conducts an annual examination of the CIB Books and explained this Audit has been concluded very successfully. Ms. Solada commended Mr. Kuehr and his staff for doing an exemplary job. Ms. Solada further explained there is a statute that allows municipalities to request additional time for reviews primarily if there are any issues to address. She clarified that the CIB does not have any issues pertaining to the Audit but because of the 45 day appeal period the Audit cannot be made available until the 45 day time frame expires. Because it would be to the advantage of the CIB to not delay in sharing the news of the favorable Audit to our National partners and other responding agencies, Ms. Solada recommended that the Board empower Ms. Kennedy to sign a waiver of this 45 day review period as permitted by Indiana Code. Upon a motion made by Mr. Corbitt and a second by Ms. Lewis the

Board approved the request for Ms. Kennedy to sign the Audit and waive the 45 day review period enabling the CIB to release the favorable results of the Audit.

Mr. Ruhmkorff commented to the Board that his position of International Vice President of the IBEW Sixth District Office affords him the opportunity to travel around the country extensively and this travel often includes attending a sporting event or concert in another city and in various venues. He noted that being on the Capital Improvement Board has heightened his awareness of the conditions of the other facilities as he travels and has given him a greater appreciation of the pristine condition of the buildings managed by the CIB. He continued to say he has been in many facilities that are newer than those of the CIB but do not look as well maintained as those of the CIB, adding that the CIB facilities in his view are second to none. Mr. Ruhmkorff commended Mr. Levensgood and his leadership team for maintaining these buildings and being diligent in their efforts to be proactive about preventative maintenance rather than waiting until things become deficient before taking action. He complimented the efforts of the housekeeping department and facilities management in keeping the buildings so crisp and clean and appealing, as well as functional, thereby providing Mr. Hoops a quality product for the Visit Indy team to sell. Mr. Levensgood thanked Mr. Ruhmkorff for his kind words and agreed that when one travels to other cities there is a noticeable difference in the overall condition of certain sporting and concert venues as compared to those managed by the CIB.

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



Michael "Mick" C. Terrell, Secretary
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