

CAPITAL IMPROVEMENT BOARD OF MANAGERS  
OF MARION COUNTY, INDIANA  
Minutes of Meeting  
Friday, June 14, 2019-2:00 pm  
Indiana Convention Center Boardroom

A Meeting of the Capital Improvement Board of Managers of Marion County, Indiana ("Board") was held on June 14, 2019 in the Indiana Convention Center's Boardroom.

Board Members present included Melina Kennedy, David E. Corbitt, Michael C. Terrell, David Ruhmkorff, Jim Dora Jr., Brenda Myers, Maggie A. Lewis, as well as Board members Earl Goode and Sarah Fisher who were recently appointed to the Board by Governor Holcomb. Ex-Officio, Leonard Hoops was also in attendance. Others in attendance included Andy Mallon, Executive Director, Mary Solada, General Counsel, Bingham Greenebaum Doll LLP, Kobi Wright, Business Operations Director and Senior Staff Counsel, Debbie Hennessey, Convention Center Director, Tom Boyle, Director of Operations, Tim Kuehr, Chief Financial Officer, Eric Neuburger, Stadium Director, Daren Kingi, Visit Indy ("VI"), James Wallis, VI, Chris Gahl, VI, David Sease, SGA, Kelly McNairy, Key Banc Capital Markets and members of the media. (A copy of the list of those who signed in upon arrival is also attached hereto.)

Ms. Kennedy welcomed the Board members stating it was an exciting day for lots of reasons. She noted it was Mr. Mallon's first meeting as the Executive Director of the CIB and noted he had now been on the job for 30 days. Mr. Hoops commented when he looked over and saw Mr. Mallon sitting there he thought that former Executive Director, Barney Levengood had gone to Florida on vacation and just gotten younger.

Ms. Kennedy welcomed the two new board members Sarah Fisher and Earl Goode, noting that they were sworn in before the meeting. She expressed to them that the Board was excited to have both of them serving as members. She pointed out that Mr. Goode had previously served on the Board as the President saying everyone will benefit from his leadership and experience. She noted Ms. Fisher's experience is from a different market which was exciting adding that her words of wisdom will be extremely helpful as well.

Ms. Kennedy introduced the **Approval of Minutes** for the Friday, May 10, 2019 meeting remarking these were from the meeting wherein the Board voted unanimously to support the hiring of Mr. Mallon for the Executive Director position. Andy stated it has been a great 30 days and he has enjoyed working with top notch staff, not only at ICC and LOS but also the staff of VI, the Union partners and everyone he has been able to meet and get to work with during this first month. He remarked it is an exciting industry and place to work and he thanked the Board for the privilege and honor of being chosen for the position. Upon a motion by Mr. Terrell and seconded by Mr. Ruhmkorff, 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 **VI 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 stated occupancy was at 71% YTD and the hotel numbers are very good. Mr. Hoops noted that so far there have been 320,000 room nights booked of the goal of 826,000 for the year. He noted that until the 3<sup>rd</sup> quarter numbers are determined there can be many changes to the overall total, so the numbers reported at that time will be more of an accurate representation. Mr. Hoops relayed to the Board that the NFL Combine has guaranteed coming back to Indianapolis until 2021 and has multiple year options through 2025. He explained that the NFL representatives want to see what happens with the Pan Am Plaza project before committing any further than 2021 at this time, adding that if they see progress in the hotel project they will be more likely to commit to future dates. Mr. Hoops mentioned that VI has had to turn away approximately 1,098 potential events over the last decade due to a lack of meeting space or ballroom space in the Convention Center and this issue will be resolved once there is more available space due to the new hotel construction. Mr. Terrell asked Mr. Hoops to clarify this comment. Mr. Hoops further explained that there are approximately 110 times every year that VI is unable to engage in a requested bidding process due to the fact that we do not have the appropriate space in the facility. He explained this means there is either not enough space to begin with or enough space remaining in the building, or there is inadequate ballroom space. He reiterated that when clients are more confident in the hotel construction taking place as planned this will be less of an issue for VI. Mr. Goode asked about the dates of the Big 10 basketball and football championships with regard to returning to Indianapolis. Mr. Hoops explained that with the addition of Rutgers and Maryland into the Big Ten Conference the NCAA planning committee has recently rotated among the three locations of Indianapolis, Chicago and an East Coast City typically in New York or the Washington DC area. He stated the Big Ten Basketball tournament is booked through 2022 and the Big Ten Football tournament is booked through 2021. He noted the Big 10 has a new commissioner and discussions regarding dates after that are on hold at this time. 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. Kennedy introduced the next agenda item **ICCLOS Sales Report** which is attached to and made a part of these Minutes noting Debbie Hennessey would be presenting the ICC portion and Eric Neuburger would be presenting the LOS portion of the presentation. Ms. Hennessey informed the Board May was a low-key month with 52% occupancy in the Convention Center, adding this is fairly normal for the month of May given the Indianapolis 500 Race season. She mentioned some of the recent notable events including the One American 500 Festival Mini Marathon Packet pick-up, Do-It-Best Spring Market, two high school graduations, as well as the individual schools of study in IUPUI's Commencement.

For the month of June, the Convention Center just finished hosting POPCON 2019 and was getting ready for the USA Volleyball Association Girl's Jr. National Championship with an anticipated attendance of approximately 48,000 and the American Nurse Practitioners 2019 National Conference with an anticipated attendance of approximately 8,700. There were no questions for Ms. Hennessey at this time. Ms. Kennedy introduced Mr. Neuburger to present the Lucas Oil Stadium portion of the report. Mr. Neuburger introduced himself to the Board members telling them May had been a good month at LOS. He welcomed Mr. Mallon saying it has been a good start for the team at LOS and ICC. Mr. Neuburger stated there were over 25,000 guests to LOS the month of May with 2,700 of those being visitors making their memories in the Stadium by taking the tour of LOS. Other events he mentioned that were hosted at the Stadium included 3 Indy Eleven games, the main portion of the IUPUI Commencement Ceremonies, a training session done by the Department of Homeland Security, a race car driving experience in the parking lot at LOS, a retirement party for former Executive Director Barney Levengood and even a wedding. Mr. Neuburger highlighted some upcoming events in June including Signature EquivoVision Summer Convention with approximately 4,000 attendees expected, 3 additional Indy Eleven games and Indiana Sports Corp. 2019 Indy Ultimate Race. He also noted that Beachbody Coach Summit 2019 was returning to LOS bringing tens of thousands of people to the Stadium. He noted that the production for the event rivals that of a Super Bowl half time show. Mr. Hoops mentioned that when Beach Body was here last year for its convention it organized a mass group work out session of over 18,000 people which surrounded Monument Circle and continued down Meridian Street creating an amazing visual. He noted the VI team worked with the City to make this possible by assisting in facilitating street closings. Ms. Kennedy asked if there were any questions for Mr. Neuburger regarding his report and there were none at this time.

Ms. Kennedy introduced Mr. Kuehr and Mr. Mallon to present the **Review & Accept 2018 Comprehensive Annual Financial Report (CAFR)** agenda item, which is attached to and made a part of these Minutes. Mr. Kuehr informed the Board that the Indiana State Board of Accounts ("SBOA") has been in the CIB's administrative office for 3 months and on May 30<sup>th</sup> finished its audit for 2018. Mr. Kuehr referenced the Independent Auditor's Report which was included on page 14 of the CAFR. Mr. Kuehr read the following excerpt from that document into the Minutes:

**"The financial statements present fairly, in all material respects, the financial position of the CIB, as of December 31, 2018 and 2017, and the changes in financial position and cash flows for the years then ended in accordance with accounting principles generally accepted in the United State of America".**

Mr. Kuehr stated in layman's terms this means it is a clean audit with no material adjustments from the information provided to the Board in the December 2018 financial statement. Ms. Kennedy remarked that she has been a part of this process the last few years and usually the SBOA has minor suggestions which the CIB takes into account and implements as the work the SBOA does help the CIB. This time after completing this Audit they had no suggestions. She mentioned the SBOA was very complimentary about Mr.

Kuehr and the Accounting team saying they were responsive and provided all the necessary documentation immediately. Ms. Kennedy stated she was pleased with this outcome and praised Mr. Kuehr and the entire Accounting team for being so thorough and responsive. Mr. Mallon also thanked everyone who was instrumental in compiling and providing the information to Mr. Kuehr in a timely fashion. He expressed admiration for the SBOA saying they had an incredible team and put a lot of resources and effort into the audit of the CIB and added the team at the CIB was equally impressed with them. Ms. Kennedy asked the Board if there were any questions pertaining to the CAFR and there were none. Ms. Kennedy asked the Board to accept these findings in the Audit as presented. Upon a motion by Mr. Ruhmkorff and a second by Mr. Dora the **Review & Accept 2017 Comprehensive Annual Financial Report (CAFR)** was unanimously accepted as presented.

Mr. Mallon next presented the **Disposal of Obsolete Equipment** which is attached to and made a part of these Minutes. Mr. Mallon explained there is a statute that covers surplus property and requires the CIB to obtain board approval before disposing of property. He noted the document attached to the Board packet is an inventory of all these items. He explained most of the items are sent to auction, noting some large pieces such as air handlers or pieces of commercial kitchen equipment have met their useful life for the CIB but may be useful for someone else, so the CIB sells as many of the items as possible to recoup as much of the investment as possible. He explained ICCLOS is involved in a scrap metal program selling those materials and the remaining items are either recycled or disposed of. Mr. Mallon 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. Mallon presented these to the Board as per the supporting documentation, which is attached to and made a part of these Minutes. He explained that each Board meeting the board approves every check that is written, noting the spending on the CIB Board is as transparent of any board he has seen. Ms. Kennedy recused herself from line item 40 on voucher 7231C regarding Indianapolis Power and Light. Mr. Terrell recused himself from line items 1 and 2 on voucher 7140G regarding A. Coy Protection LLC and Vouchers 253 through 258 on voucher 7140G regarding the Indianapolis Colts. There were no questions from the Board and upon a motion by Mr. Corbitt and seconded by Mr. Ruhmkorff Claims 7140G, and 7231C were unanimously approved by the Board taking into account the aforementioned recusals.

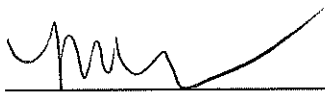
In Other Business, Ms. Kennedy informed the Board that Ms. Myers brought copies of the White River Vision Plan summary for all the members. Ms. Myers distributed the copies and thanked the Board for supporting this plan and thanked the City of Indianapolis and VI for their role in making this come to fruition. Mr. Hoops noted that the Tourism Master Plan, which was supported by the Board led to this project.

Ms. Kennedy thought it would be helpful for Mr. Mallon to remind the Board of the dates of the next two Board meetings. He noted the July meeting was on the 2<sup>nd</sup> Friday of the month on the 12<sup>th</sup>, which is the normal scheduled time of the meeting and reminded them

the August meeting was being held on the third Friday of the month, August 23<sup>rd</sup>, which is a week later than the normally scheduled meeting time. Mr. Mallon explained this was due to the timing of the City Council Budget process and the availability of some of the reports from the State which were required to complete the process and not due to any issue with the Accounting staff.


Mr. Mallon once again thanked the Board for hiring him, saying the experience has been a roller coaster ride, a lot of fun and he cannot imagine it stopping. He thanked the staff and all of the partners that have been so welcoming and helpful to him during this first month. He addressed his staff and told them they were doing an excellent job and stated he was honored to work with them all.

There being no further **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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David Ruhmkorff, Secretary  
THE CAPITAL IMPROVEMENT BOARD  
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