

CAPITAL IMPROVEMENT BOARD OF MANAGERS  
OF MARION COUNTY, INDIANA  
Minutes of Meeting  
Friday, December 13, 2019-8:30 am  
Indiana Convention Center Boardroom

A Meeting of the Capital Improvement Board of Managers of Marion County, Indiana ("Board") was held on December 13, 2019 in the Indiana Convention Center's Boardroom. Board Members present included David E. Corbitt, Michael C. Terrell, David Ruhmkorff, Jim Dora Jr., Maggie A. Lewis, Earl Goode, Sarah Fisher, as well as Ex-Officio Leonard Hoops. Board Members Melina Kennedy and Brenda Myers were absent. Vice President Mr. Corbitt chaired the meeting. Others in attendance included Andy Mallon, Executive Director, Mary Solada, General Counsel, Bingham Greenebaum Doll LLP ("BGD"), Bryan Collins, Finance Counsel, BGD, Kobi Wright, Business Operations Director and Senior Staff Counsel, Eric Neuburger, Stadium Director, Debbie Hennessey, Convention Center Director, Tim Kuehr, Chief Financial Officer, James Wallis, Visit Indy ("VI"), Chris Gahl, VI, Daren Kingi, VI, David Sease, SGA, Jack Thomas, House of Representatives, and members of the media. (A copy of the list of those who signed in upon arrival is attached hereto.)

Mr. Corbitt introduced the **Approval of Minutes** for the Friday, November 8, 2019 meeting. Upon a motion by Ms. Lewis 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 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. Mr. Corbitt asked if there were any additional questions for Mr. Kuehr regarding the Financial Update and there were none at this time.

Mr. Corbitt introduced the next agenda item **VI Updates** 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 for 2019 by Year, Venue and Market Segment as of November 30, 2019, highlighting recent significant Sales Bookings and Sales Events and comparing this years' results to past years using data and graphs. He also informed the Board about Major Groups coming to the facility in the upcoming months. Mr. Hoops made the Board aware of potential bookings that his staff is currently working on and explained the process involved during these interactions with potential clients. After further inquiries and discussion by the Board and Mr. Hoops regarding VI's current status, Mr. Corbitt thanked him for his report and asked if there were any further questions for Mr. Hoops and there were none at this time.

Mr. Corbitt introduced the next agenda item **ICCLOS Sales Report** as attached hereto and made a part of these Minutes and presented by Debbie Hennessey and Eric Neuburger. Ms. Hennessey shared information from the current Sales Activity Report highlighting total attendance and occupancy figures as well as the breakdown of attendees for various exhibit halls and ballrooms located in the Building. She also presented the Monthly Activity report illustrating the variance from month to month and year to year with regard to occupancy and attendance totals. Ms. Hennessey highlighted noteworthy events occurring in the previous month including the 2019 National Catholic Youth Organization Conference, the Monumental Health and Fitness Expo and the Percussive Arts Society International Convention. She also informed the Board of significant shows and groups scheduled to be in the building the upcoming month including Big Ten Football Championship FANFEST, Performance Racing Industry Show ("PRI") and will close out the year with the Indianapolis Auto Show. After further inquiries and discussion by the Board and Ms. Hennessey regarding her presentation, Mr. Corbitt thanked her for her report and asked if there were any further questions for Ms. Hennessey and there were none at this time.

Mr. Corbitt introduced Mr. Neuburger to present the Lucas Oil Stadium ("LOS") portion of the report. Mr. Neuburger recognized Accent Indy as one of the companies that often partners with ICCLOS and mentioned their recent annual awards, thanking them for the recognition and partnership. He updated the Board on the number of tours given at the Stadium the past month and reminded the Board the times of the daily tours as well as the options to purchase tickets through Ticketmaster or at the Stadium. Mr. Neuburger highlighted noteworthy events occurring at LOS in the previous month including the sold out Big Ten Football Championship and three Colts football games. He also informed the Board of significant shows and groups scheduled to be in the stadium the upcoming month including the final Colts game of the season and a Bleed Blue Blood Drive event taking place on the field at LOS. After further inquiries and discussion by the Board and Mr. Neuburger regarding LOS's current status, Mr. Corbitt thanked him for his report and asked if there were any further questions for Mr. Neuburger and there were none at this time.

Mr. Mallon took this opportunity to thank the Executive staff and all of their staff in the Convention Center and the Stadium for all of their hard work. He explained to the Board that the previous months have been extremely busy and the building's exhibit halls have been changed completely from event to event, adding to the already chaotic holiday season, but somehow the ICCLOS team has been able to perform in spite of long hours, quick turnarounds and other obstacles. He told the Board members that the CIB asks a lot of its employees and stated that they always step up and get things done and he wanted to share that with the Board and ask the Executive Staff to relay his gratitude and appreciation to their staff on his behalf and on behalf of the Board members.

Mr. Corbitt introduced the next agenda item **Visit Indy Contract** as attached hereto and made a part of these Minutes and presented by Andy Mallon. He explained this was a

Service Agreement between VI and the CIB with a one-year term extending through December of 2020. Mr. Dora recused himself from the vote as he is a member of the VI Board. After further inquiries, questions and discussion by the Board and the presenters, and after a motion by Mr. Goode, as seconded by Ms. Lewis, the VI Contract was unanimously approved as presented taking into account the aforementioned recusal. Mr. Hoops thanked all for their continued support.

### **Encumbrances of 2019 Budget Dollars**

Mr. Corbitt introduced the next agenda item **Encumbrances of 2019 Budget Dollars** as attached hereto and made a part of these Minutes and presented by Tim Kuehr. Mr. Kuehr explained this is actually a two part process of encumbering funds and transferring them from one Accounting character to another. Mr. Kuehr explained this process involves Capital Projects that were budgeted, appropriated and started in 2019 but will not be completed by year end. Mr. Kuehr's proposed transfer would move funds of \$11,700,000 from Character 3, Other Services and Charges, and transfer \$8,400,000 of that amount to Character 4, Capital Outlay, and \$3,300,000 to Debt Service to pay off the final Mall Note. Mr. Mallon explained this is ultimately a Budget exercise and that the process is necessary so the funds appropriated in 2019 can be properly paid in 2020 when the work actually takes place. The summary document includes a list of 2019 projects to which the encumbered funds relate. After further inquiries, questions and discussion by the Board, Mr. Mallon and Mr. Kuehr, and after a motion by Mr. Dora, as seconded by Mr. Ruhmkorff, the Encumbrances of 2019 Budget Dollars was unanimously approved as presented.

Mr. Corbitt introduced the next agenda item **ICC Transformer Replacement** as attached hereto and made a part of these Minutes and presented by Andy Mallon. Mr. Mallon explained the project involves the replacement of two Freon Transformers installed as part of Convention Center Expansion Phase 2 which occurred in 1983. The project was estimated to cost \$600,000, so consistent with Indiana's Public Procurement Laws, the CIB published Invitations to Bid. The low bid was submitted by Barth Electric Company, Inc. in the amount of \$391,039. Mr. Mallon explained that staff and counsel have reviewed all the documents and recommend awarding the contract to Barth Electric Company, Inc. in the amount of \$391,039 as their bid is both responsive and responsible. After further inquiries, questions and discussion by the Board and the presenters, and after a motion by Mr. Goode, as seconded by Mr. Ruhmkorff, a contract with Barth Electric Company, Inc. for the ICC Transformer Replacement was unanimously approved as presented.

Mr. Corbitt introduced the next agenda item **ICC Elevators 2-5 Modernization** as attached hereto and made a part of these Minutes and presented by Andy Mallon. Mr. Mallon explained the project involves modernizing four elevators which were installed as part of the original 1972 Convention Center. This modernization would include replacing all controls, doors, cabs, hydraulic pumps and motors. The project was estimated to cost \$600,000, so consistent with Indiana's Public Procurement Laws, the CIB published Invitations to Bid for base bid with zero alternates. The low bid was submitted by American Elevator Company in the amount of \$671,000. Mr. Mallon explained that staff and counsel have reviewed all the documents and recommend awarding the contract to American

Elevator Company in the amount of \$671,000 as its bid is both responsive and responsible. After further inquiries, questions and discussion by the Board and the presenters, and after a motion by Mr. Ruhmkorff, as seconded by Ms. Fisher, a contract with American Elevator Company for the ICC Elevators 2-5 Modernization was unanimously approved as presented.

Mr. Corbitt introduced the next agenda item **Victory Field Roof Replacement Phase 1** as attached hereto and made a part of these Minutes and presented by Andy Mallon. Mr. Mallon explained the project involves the replacement of the original roof system covering the main structure from the 3<sup>rd</sup> base side to the 1<sup>st</sup> base side including a 2 story tower. The project was estimated to cost \$650,000 so consistent with Indiana's Public Procurement Laws, the CIB published Invitations to Bid for base bid with five alternates. The low bid was submitted by Blackmore & Buckner Roofing, Inc. in the amount of \$482,280. Mr. Mallon explained that staff and counsel have reviewed all the documents and recommend to the Board that it award the contract to Blackmore & Buckner Roofing, Inc. in the amount of \$482,280 as its bid is both responsive and responsible. After further inquiries, questions and discussion by the Board and the presenters, and after a motion by Mr. Ruhmkorff, as seconded by Ms. Lewis, a contract with Blackmore & Buckner Roofing, Inc., for the Victory Field Roof Replacement Phase 1 was unanimously approved as presented.

Mr. Corbitt introduced the next agenda item **Victory Field Homeplate Club & Administrative Office FF&E Supply Contract** as attached hereto and made a part of these Minutes and presented by Andy Mallon. Mr. Mallon explained the project involves purchase of furniture fixtures and equipment for the Homeplate Club and Office Renovation Project approved by the Board in May 2019. The project was estimated to cost \$350,000, so consistent with Indiana's Public Procurement Laws, the CIB published Invitations to Bid for base bid with four alternates. The low bid was submitted by Commercial Office Environments in the amount of \$313,331.02. Mr. Mallon explained that staff and counsel have reviewed all the documents and recommend awarding the contract to Commercial Office Environments in the amount of \$313,331.02 as its bid is both responsive and responsible. After further inquiries, questions and discussion by the Board and the presenters, and after a motion by Mr. Ruhmkorff, as seconded by Ms. Fisher, a supply contract with Commercial Office Environments for Victory Field Homeplate Club & Administrative Office FF&E was unanimously approved as presented.

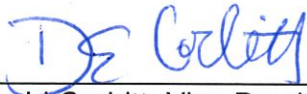
Mr. Corbitt introduced the next agenda item **LOS Field Turf Cover Supply Contract** as attached hereto and made a part of these Minutes and presented by Andy Mallon. Mr. Mallon explained the project involves the replacement of 101,000 sq. ft. of the field turf cover system installed in 2013. The project was estimated to cost \$950,000, so consistent with Indiana's Public Procurement Laws, the CIB solicited requests for proposals with alternates. Mr. Mallon explained that staff and counsel have reviewed all the documents and recommend to the Board that it award the contract to Signature Systems, Inc., in the amount of \$720,728 as it provided the most advantageous proposal. After further inquiries, questions and discussion by the Board and the presenters, and after a motion

by Mr. Goode, as seconded by Mr. Ruhmkorff, a supply contract with Signature Systems, Inc., for the LOS Field Turf Cover was unanimously approved as presented.

Mr. Corbitt 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. Pursuant to a motion by Mr. Dora and seconded by Mr. Terrell the Disposal of Obsolete Equipment was unanimously approved by the Board.

Mr. Corbitt introduced the **Claims** as attached hereto and made a part of these Minutes and presented by Andy Mallon. There were no questions from the Board and upon a motion by Ms. Lewis and seconded by Mr. Dora Claims 7985G, and 7998C were unanimously approved by the Board.

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



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David Corbitt, Vice 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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