

CAPITAL IMPROVEMENT BOARD OF MANAGERS
OF MARION COUNTY
Minutes of Meeting
Friday, October 9, 2020-8:30 am
Indiana Convention Center
Via Teleconference

A Meeting of the Capital Improvement Board of Managers of Marion County, ("Board") was held on October 9, 2020. Due to the Declaration of Public Health Emergency due to the COVID-19 virus and to ensure compliance with the social distancing guidelines and consistent with the Governor's Orders, this meeting took place via teleconference. Board Members in attendance included Melina Kennedy, David E. Corbitt, Michael C. Terrell, David Ruhmkorff, Jim Dora Jr., Maggie A. Lewis, Brenda Myers, Earl Goode and Sarah Fisher as well as Ex-Officio Leonard Hoops. Others in attendance included Andy Mallon, Executive Director, Mary Solada, General Counsel, Dentons Bingham Greenebaum LLP ("DBG"), Tom Boyle, Director of Operations, Kobi Wright, Business Operations Director and Senior Counsel, Eric Neuburger, Stadium Director, Tim Kuehr, Chief Financial Officer, Art Kodroff, Controller, Monique Wise, Senior Sales Manager, Chad Wilke, Senior Event Coordinator, Chris Gahl, Visit Indy, ("VI"), Daren Kingi, VI, James Wallis, VI, David Sease, SGA, Lisa Vielle, Well Done Marketing, and members of the media. (A copy of the list of those who were in attendance on the call is attached hereto.)

Ms. Kennedy introduced Mr. Mallon asking him to provide the Board with an update before beginning the meeting. Mr. Mallon informed the Board that due to the continued decline in events as a result of the pandemic and rescheduling of shows until 2021, the 4th Quarter numbers were further impacted and the CIB found it necessary to take additional measures to save funds during this time. Mr. Mallon informed the Board that the CIB had recently furloughed eight full time salaried individuals with the intention of bringing them back on staff at a later date provided business picks up and returns to more of a normal capacity in the 1st Quarter of 2021. He explained these cuts were based on seniority and these furloughed individuals were employed by the CIB the least amount of time. He noted these eight individuals were able to retain their health benefits. Additionally, all salaried workers' pay was further decreased from a 10% to a 20% decrease each pay cycle and they were asked to take an additional furlough day each pay cycle for a total of two each pay period. Mallon explained the supplemental pay of 32 hours each week that the hourly staff had been receiving since April was eliminated and moving forward hourly staff would only be paid for hours worked. He assured the Board that a sufficient number of staff had been retained and could be called upon to work if needed, but that these difficult decisions were necessary to make in order to cut expenses during this time. He offered to answer any questions about these recent events from the Board if they wanted to discuss anything he covered. Mr. Mallon also noted the recent loss of a significant local leader and one of Indy's greatest cheerleaders, Tamara Zahn. Ms. Zahn was the founding director of Indianapolis Downtown Inc. and a pillar in the Arts and Cultural community of Indianapolis. He noted this was a huge loss for the community and he wished to recognize

that loss on behalf of the CIB. Mr. Mallon shared with the Board that the facility had recently been the recipient of two awards. One award was received from Exhibitor Magazine as a Center of Excellence, one of only 30 centers recognized in the country. The second honor received by the facility was the National Air Filtration Clean Air Award. Mr. Mallon said he was especially proud of this award and his staff given the extra work that they have been able to do with regard to the advanced filtration systems. Ms. Kennedy asked if there were any questions for Mr. Mallon regarding any of the items he covered in his update and there were none at this time.

Ms. Kennedy introduced the **Approval of Minutes** for the Friday, September 11, 2020 meeting. Upon a motion by Mr. Goode 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. 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 numbers for 2019 shown were all time records making the disparity of the numbers compared to this year even more evident. He reviewed the numbers noting that revenue downtown was down 65%. He noted that with the Basketball tournaments that occurred earlier in the year not taking place downtown was struggling and hotel occupancy was also low as a result in comparison to earlier in the year. Mr. Hoops noted that there was evidence of increased activity at the State parks which highlighted that some people were more comfortable with engaging in outdoor activities during the pandemic adding this was a positive development for those organizations. He commented that the usual pace for booking at this time of the year has typically been 95% for his last 9 years compared to 63% for this year. He did highlight some good news that the outlook for the 2021, 2022, 2023 and 2024 calendar years still looked robust and there was a great amount of business on the books for the future years. He noted that the 1st Quarter for 2021 had several sporting events scheduled including JAMFest Cheerleading annual competition, Capitol Sports Volleyball and multiple sporting events similar to the earlier basketball events scheduled from January through Presidents Day. Mr. Hoops shared the exciting news of a contract signed the previous evening for the Irish Dancers Teachers Associations event which confirmed that the group would be coming to the City in November of this year. Ms. Kennedy thanked Mr. Hoops for his presentation and asked if there were any questions for Mr. Hoops at this time and there were none.

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 since the last meeting the building had hosted a few smaller events and November looked to be even busier with the expected attendance of approximately 4000 guests over three events. Ms. Wise noted one of these events was the Irish Dance Teachers Association, mentioned earlier by Mr. Hoops, scheduled to be in the building over Thanksgiving and the staff is looking forward to welcoming approximately 2000 of their attendees to Indianapolis. She explained that she and her sales staff are continuing to work hard to book new business and noted that there has been a lot of promising activity with regard to site visits in the building with groups looking to book events for 2021 and also groups looking for a new home for their event after being displaced by other cities due to pandemic. Ms. Wise also noted that Mr. Wilke's group had been busy working with the Marion County Health Department forming health risk mitigation plans for each of the events, ensuring that they will be able to take place in a safe manner stressing that this submittal and approval process for each event is an integral component to the overall process. Ms. Kennedy thanked her for her report and asked if there were any further questions for Ms. Wise and there were none at this time. Ms. Kennedy introduced Mr. Neuburger to present the Lucas Oil Stadium ("LOS") portion of the report. He informed the Board that since the last Board meeting LOS has hosted the Bloomington Gold Corvette Show which was a new group that had been displaced from another site and it went very well. He noted over the last month LOS hosted the final three Indy Eleven games with increasing attendance with each game. Mr. Neuburger noted that they wonderful partners throughout the year and they were very grateful and appreciative to be able to play and have a successful season at LOS. Mr. Neuburger informed the Board that the first two Colts games of the season had taken place. He noted there were 2,500 guests for the first game with the New York Jets and attendance was able to be increased to 7,500 for the 2nd game with the Minnesota Vikings. He mentioned that he and his staff were continuing to conduct interviews for ushers and additional staff in anticipation of the time when they will need to scale up for larger events. He note this past week LOS hosted a Junior Colts Cheerleading event that was very well received. Mr. Neuburger informed the Board that over the next month LOS would host two additional Colts games, a Marching band showcase for an out of state school district and the Colts annual Halloween event, which had been changed to a drive-thru event for greater public safety. Mr. Neuburger also informed the Board that he and staff were working with the Marion County Election Board to make Lucas Oil Stadium a polling place on Election Day and noting this was a great opportunity for public involvement and exposure to the Stadium. Mr. Neuburger added that he and his staff were continuing to engage in meetings with the NCAA in preparation of the several upcoming events planned in 2021 and also engaged in meetings for the planning of the College Football Championship in 2022. Ms. Kennedy 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 presented the **BLF Bowl Fascia Light Fixtures Supply Contract** agenda item as attached hereto and made a part of these Minutes. Mr. Mallon explained this project involves replacing florescent fixtures with LED fixtures in the mid bowl facade.

This project is being coordinated with the BLF renovation work currently in process and is being undertaken consistent with the recently amended Operating Agreement between CIB and Pacers. Mr. Mallon explained this was an Invitation to quote under state statute with Sexton Mechanical submitting the low quote of \$102,100.10. He noted this bid has 100% MBE participation. Staff and counsel have reviewed all the documents and recommend the contract be awarded to Sexton Mechanical in the amount of \$102,100.10. After further inquiries, questions and discussion by the Board and the presenters, and after a motion by Mr. Corbitt as seconded by Mr. Ruhmkorff, a contract with Sexton Mechanical for the BLF Bowl Fascia Light Fixtures Supply Contract was unanimously approved as presented.

Mr. Mallon presented the **ICC Exhibit Hall Upgrade** agenda item as attached hereto and made a part of these Minutes. Mr. Mallon explained this project involves replacing the existing HID light fixtures and lighting controls in four of the exhibit halls (D, E, F and G). He noted this upgrade will replace obsolete equipment and substantially reduce the overall electrical consumption resulting in lower utilities cost. This was a public bid under state statute with three alternates, two of which were accepted. The lowest responsive and responsible bid was submitted by Ermco Inc. in the amount of \$1,661,300. Staff and counsel have reviewed all the documents and recommend the contract be awarded to Ermco Inc., in the amount of \$1,661,300. After further inquiries, questions and discussion by the Board and the presenters, and after a motion by Mr. Dora as seconded by Mr. Goode, a contract with Ermco Inc., for the ICC Exhibit Hall Upgrade was unanimously approved as presented.

Mr. Mallon presented the **Centrex Agreement for Analog Lines - Three year renewal** agenda item as attached hereto made a part of these Minutes. Mr. Mallon explained this agreement covers the analog lines which connect directly to AT&T and are used separate from the CIB in-house PBX system. He explained these analog lines include the emergency phone lines for each data center, credit card machines and lines for the cash vault alarm systems. This is a three year term agreement with pricing via the Indiana State QPA. Due to the length of the term of the contract it needs to be presented for Board approval. Mr. Mallon informed the Board that the staff recommends award of contract in the amount of \$8,910.00 to Centrex. After further inquiries, questions and discussion with the Board and the presenters, and after a motion by Mr. Ruhmkorff as seconded by Mr. Goode, the Centrex Agreement for Analog Lines - Three year renewal was unanimously approved as presented.

HELP Grant Update

Mr. Mallon presented the **HELP Grant Update** to the Board at this time. He explained this is a partnership the CIB has undertaken with the City of Indianapolis in an attempt to help save a good number of the bars and restaurants in Marion County. He explained that the City County Council and the Mayor's office has chosen to appropriate \$11M to independent establishments in Marion County, and particularly groups that contribute to the Marion County Food and Beverage Tax. Mr. Mallon explained this is an attempt to assist the businesses that have been negatively affected by the COVID pandemic and

more specifically those that have had their business curtailed due to the necessary public health orders and closures mandated by the Marion County Health Department and that these funds were intended to be used for rent and mortgage payments. Mr. Mallon explained that there will be a grant process that will take place to vet, approve and process the grant applications. He explained that the heavy lifting on the administration of this grant will be done by the COI Chamber. Mr. Mallon stressed the importance of discussing the current state of our product, which includes the entertainment venues and establishments that make up the Downtown experience and atmosphere, adding our current clients' decision of whether or not to return to the Downtown area for their events is a vital concern for the health and financial recovery of the City. This partnership with the City is an effort to maintain our tourism industry and help some of these key establishments survive these adverse economic conditions. It was noted that a portion of these funds were being allocated for winterizing outdoor Indianapolis and making the colder weather temperatures and outdoor activities more appealing to visitors with Mr. Hoops and the Visit Indy staff being involved in this aspect. These winterizing efforts would include outdoor propane heating lamps, jackets for outdoor servers, and other various accommodations. Mr. Mallon explained the grant amounts would be limited to \$25,000 per grantee for mortgage and rent payment utilization and \$2,500 per grantee for outdoor weatherization. Ms. Kennedy commented that this was very encouraging and thanked him for the update. There were no further questions for Mr. Mallon at this time.

Ms. Kennedy 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 Mr. Ruhmkorff and seconded by Mr. Corbitt, Claims 9143G, and 9145C were unanimously approved by the Board. Mr. Mallon next presented the BLF Confirming Construction Claims as attached hereto and made a part of these Minutes. There were no questions from the Board and upon a motion by Mr. Dora and seconded by Mr. Goode, the BLF Confirming Construction Claims B209 were unanimously approved as presented.

Other Comment

Ms. Kennedy wished to reiterate her condolences to Tamara Zahn and her family, noting that she was someone did so many wonderful things for the city and someone that she personally really looked up to and respected. Mr. Mallon also mentioned that the Board had recently received a tentative schedule of dates for the 2021 CIB Meetings and asked the Board to please review that schedule and inform the office staff of any conflicts.

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
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