

**VIGO COUNTY CAPITAL IMPROVEMENT BOARD OF MANAGERS MEETING**  
**MINUTES OF OCTOBER 22, 2025 AT 9:00 A.M.**

A meeting of the Vigo County Capital Improvement Board of Managers was held on the above date and time. Pursuant to the Boards Remote Meeting Policy, members of the Board and staff participated in the meeting in person at the Vigo County Annex Council Chamber Room or by telephonic or electronic means.

1. **Call to Order.** President Chris Switzer called the meeting to order at 9:00AM.

2. **Call of the Roll:**

**Present-** Chris Switzer, Jon Marvel, Karen Dyer, Tony Brewer, Brian Kooistra, Emily Crapo

**Absent-** Brandon Sakbun

3. **Additions or Revisions to the Agenda**

There were none.

4. **Approval of Minutes**

Minutes for the September 24, 2025 meeting were distributed all the members for approval. Karen Dyer made a motion to approve the minutes as presented. Jon Marvel seconded the motion. With a voice vote of 6-0, the motion was unanimously passed.

5. **Old Business**

**5.1 Update on Convention Center Management** Tennille Wanner provided a summary for the month of September. A total of 14 event days took place generating almost \$78,000 in gross revenue. She noted the Air Force Gala was at the Convention Center for the second time. Tennille explained this was an event held every other year. She also pointed out the Aviagen Turkeys Conference brought in a lot of international visitors. When discussing operations, she said Indiana Water had changed out one of the water meters in the mechanical room. She explained Kone and Envelopiq had both been contacted for reduced pricing due to overbilling services replacing signal cables in the garage elevators. Tennille said, in September, the sales team had contracted 10 definite events totaling \$85,000 in business. She said gross revenue from 2025 events was approaching \$400,000. She noted in December there would be some business that would book last minute. Tennille gave a brief update of the 2025 event stats and economic impact of the Convention Center. Brian Kooistra asked why the gross revenue for September 2025 compared to September 2024 looks lower. Tennille said there could be an event that brings their business to the Convention Center and does not come back. Tennille explained there are many variables in the Convention business and the number of available hotel rooms could be a limiting factor in securing events. Chris Switzer and Tennille discussed Indiana Primary Healthcare holding an event at the Convention Center and discussed how this event utilized the facility despite limited space.

**5.2 Update on Operating Budget and Cash Flow** Kyle Carlson with Baker Tilly provided the Board with information on cash flow for October. He said the Food & Beverage Tax disbursed to the Board in October 2025 was \$286,000 compared to the \$301,000 in October 2024. He said there was still 4% growth in the first 10 months of 2025 compared to 2024. Kyle told the Board the cash balance at the end of September was just over \$5 million. He said this balance would be dropping with an upcoming bond payment. Kyle said they were anticipating \$300,000 less in the red for operating account transfers to Oak View Group in 2025 than they had estimated at the beginning of the year. He said due to this, they had adjusted calendar year 2027 and 2028 transfers to Oak View Group down. Kyle said 2026 operating transfers to Oak View Group estimates has been adjusted down as well. Chris Switzer noted the Vigo County Council did pass and adopt the 2026 budget for the CIB. Brian Kooistra asked why Food & Beverage Tax distributions were already listed for October. Kyle explained distributions of Food & Beverage tax were from activity a few months prior. He said distributions at the beginning of the month of October were from activity in August.

**5.3 Update on Legal Matters** There were none.

**5.4 Update on Larry Bird Museum Graphics** Jon Marvel said they had received a samples of products of what the Board is considering for replacing problematic graphics at the Larry Bird Museum. Jon said the Board was still waiting on a price tag for the new graphics and installation. He said the timeline for the installation looks like the 1<sup>st</sup> of the year.

## **6. New Business**

**6.1 Art Spaces – Turn to the River – Ellie Templeton & Andy Theisz** Art Spaces Outdoor Sculpture Collection Executive Director Ellie Templeton approached the Board. Ellie provided a presentation and update on a proposed gathering place north of the Courthouse as part of the larger “Turn to the River” project. She described the state of plans to renovate the area immediately north of city hall. She said the bidding process for this project will begin early 2026 and bidding will happen through the city. She said this project will be utilizing funds from the City. Karen Dyer asked if there was enough funds to do all of the project. Ellie confirmed there was. Karen asked what art was going to be a part of this project. Ellie said they were in the process of collecting ideas and mentioned there had been discussion about honoring groups. Karen asked about the completion status of the “Turn to the River” project. Ellie said the project was in its second phase and this would be part of strengthening walkways and access points to the Wabash River. Karen Dyer where completing the project was in relation to the art displays. Ellie responded saying both were equal priorities. She said this depends on direction from the Board and the Fund. Emily Crapo asked if designs presented to the Board today for the area immediately north of the Courthouse were final. Ellie said the presented designs were concepts. Brian Kooistra asked about \$450,000 pledged to this project by the CIB and if it were factored into the cash flow. Kyle Carlson with Baker Tilly confirmed it was. Chris Switzer provided a brief update on ongoing work north of the courthouse. He noted possible issues with drivers in this space driving on the land across US 41.

**7. Other Business**

**7.1 Questions and Comments from CIB Members** Chris Switzer said he and Brandon Sakbun had discussed providing assistance to Wabash Valley Crew after their request at a previous CIB meeting. He said he hoped next month the Board could take action on this request.

Jon Marvel expressed his support for Tennille and the Convention Center staff.

Brian Kooistra asked for an update on crowd management in the Terre Haute downtown area. Chris Switzer said meetings would take place between the Chamber of Commerce and downtown businesses in order to determine how to program the laser approved at the previous meeting.

Chris Switzer noted there had been an illegal entry to the Indiana Theater. He said he was not aware of anything stolen in the incident and law enforcement had located the juveniles responsible.

**7.2 Next Regular Board Meeting – November 19, 2025**

**8. Adjournment** The meeting was adjourned at 9:40 a.m.

**[Signature Page to Follow]**

**VIGO COUNTY CAPITAL IMPROVEMENT BOARD OF MANAGERS MEETING**  
**MINUTES OF OCTOBER 22, 2025 AT 9:00 A.M.**

Adopted and approved by the Vigo County Capital Improvement Board of Managers this 19<sup>th</sup> Day of November, 2025, with the member votes indicated below.

**VIGO COUNTY CAPITAL IMPROVEMENT BOARD OF MANAGERS**

Chris Switzer, President	<u> X </u> ___ Aye Nay	Jon Marvel, Vice President	<u> X </u> ___ Aye Nay
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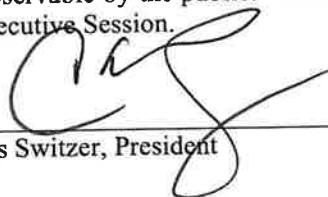
Brian Kooistra, Secretary	<u> X </u> ___ Aye Nay	Karen Dyer, Member	<u> X </u> ___ Aye Nay
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Tony Brewer, Member	<u> X </u> ___ Aye Nay	Emily Crapo, Member	<u> X </u> ___ Aye Nay
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Mayor Brandon Sakbun, Treasurer	<u> X </u> ___ Aye Nay
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**CERTIFICATION**

I certify under the penalties of perjury that the foregoing members of the Vigo County Capital Improvement Board of Managers were in attendance at the meeting either in person, by electronic or telephonic means and that all votes were taken by roll call observable by the public. I further certify that no final action was taken or other matters discussed at any Executive Session.

  
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Chris Switzer, President