

VIGO COUNTY CAPITAL IMPROVEMENT BOARD OF MANAGERS
MEETING MINUTES OF OCTOBER 26, 2022 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 Board's Remote Meeting Policy, members of the Board and staff participated in the meeting in person at the Terre Haute Convention Center Executive Board Room or by telephonic or electronic means.

1. Call to Order. President Jon Marvel called the meeting to order at 9:00.

2. Call of the Roll: Jon Marvel – President, Present; Duke Bennett – Vice President, Absent; Emily Crapo – Secretary, Present; Chris Switzer – Treasurer - Present; Dave Patterson – Member - Absent; Terri Conley – Member, Present; Bernice Helman – Member, Absent. President Marvel noted that Mayor Bennett and Mr. Patterson were both unable to attend because of a medical situation concerning their wives and Ms. Helman was out of State.

Others Present: Jason Semlar, Tennille Wanner, Shelly Keen, Brian Kooistra, Vittoria Meyer, and Howard Greninger. Brian Bosma was present via facetime/telephone.

3. Additions or Revisions to the Agenda. Mr. Bosma noted that the presentation and discussion set forth under New Business was delayed until next month at the request of Mayor Bennett.

4. Approval of Minutes. Minutes for the September 28, 2022 meeting had been circulated via email to all members. Terri Conley made a motion to accept the minutes as presented. Emily Crapo seconded the motion. Upon a voice vote of 4-0, the motion was unanimously approved.

5. Old Business.

5.1. Update on Convention Center Management – Spectra Venue Management. Tenille Wanner provided a summary for the month of September. A total of 16 events took place generating approximately \$86,887 in gross revenue. Parking garage revenue was \$2,126. She briefly reviewed each event and September statistics. There was a brief discussion about the Blues Fest concession. It was not as successful as they had hoped it would be due to smaller attendance and weather issues. They do not plan to do this again in the future. Bill Hawkins was recently hired as the Director of Food & Beverage. He has an extensive background as a chef and in kitchen and restaurant management and will be an excellent addition to the staff. She is currently hiring, and hiring will be ongoing, for part time line cooks, dishwashers, banquet servers, operations set up and housekeeping crews. Operations for the month, Finance and HR, Food & Beverage and Sales & Marketing were reviewed. Discussion continued regarding upcoming events, challenges with shortages, additional storage that had been added in the last month, safety training, and removal of dead trees and weeding. She noted that a New Year's Eve Masquerade has been planned (in place of a wedding that has been rescheduled for next year) and gave a summary of how it will work and what is planned. Terri Conley said that while she appreciated the monthly reports from Ms. Wanner, she believed that they do not reflect the entire economic role and financial impact/benefits for the entire community (for hotels, restaurants, fast food establishments, gasoline, etc.).

5.2. Update on Project & Operating Budget – Baker Tilly. Jason Semlar had emailed the cash flow through the end of the year. He did note that the CIB had received \$230,663 for October in food and beverage tax. \$2,523,000 has been collected for the first 10 months of the year, which is about a 12% increase from the first 10 months of last year.

5.3. Update on Larry Bird Museum – Terri Conley & Executive Committee. Terri Conley said

window tint was being applied today. This will block 99% of the UV rays which will protect the collection items. Several of the items for the museum received from other locations are being restored/cleaned/maintained. Shelly Keen indicated that the need for the restoration/cleaning was just due to normal everyday wear and tear. Some of the legal contracts are still in process and Garmong is finishing up their work (a couple of the items had been pushed back causing a slight delay). Brian Kooistra of Garmong Construction indicated that he believed they would finish up in early December.

5.4. Update on RFQ for Sports Complex – RJL Solutions. Vittoria Meyer from RJL Solutions indicated that RFQ's had been released immediately after last month's meeting and sent to media outlets state-wide. 8-10 received the packet via email along with others who requested after learning about it through the media. They have not yet received any RFQ's but the deadline is not until October 31 at 4:00 p.m. and she does expect to receive some by then. She will forward what they receive to the Special Projects Committee on Tuesday so that the review process can begin. The goal is that interviews will be held with the top 3 respondents on November 17 and 18. There will be 45 minutes for the presentation, and 45 minutes for the Committee to ask questions. The goal is to have a recommendation to present to the Board at the November board meeting. Mr. Bosma said that he will work with Vittoria and RJL and the Projects Committee for the interviews.

5.5. Update on Legal Matters – Kroger Gardis & Regas, LLP. Brian Bosma reviewed how the next operating contribution of \$175,000 from OVG360 will work. That is set to happen within 30 days after the commencement of the operating year, which is January 1. It can be used for any purpose that the Board thinks appropriate. He is continuing to work on the photography and museum rights. The photography rights are pretty straightforward and he will be forwarding a draft agreement for review. The rights to the use of the Bird name are still being navigated. He plans to be in touch with Greg Goode of ISU but has not heard back from him yet. Terri Conley indicated that Mark Medersky is actually working with that contact. Per the decision at the last meeting to continue the parking for the State Office Building through the end of the year, a more permanent parking contract has been prepared. He hopes to use that so that the owner of the building will be amenable to settling the still-pending easement issues. The easement is valid but this may help to get it wrapped up. He reminded them that the January meeting is the organizational meeting at which a new slate of officers will be elected. Lastly, it still remains to be decided after the first year what the target amount for the bonus will be for OVG360 for exceeding expectations that are established in the agreements that was postponed until some operating data had been established. He would like to work with Tenille and her team and the Finance Committee after the first of the year to establish some parameters for that and make a recommendation to the CIB by the way of an additional amendment to the operating agreement. The decided upon amount will be paid out in January 2024. There was a brief discussion about this.

6. New Business.

6.1. Discussion and Presentation regarding Back to the River Project. Delayed until next month.

7. Other Business.

7.1. Questions and Comments from CIB Members. President Marvel asked if the Convention Center would be decorating for the holidays. Tenille Wanner said that they would be purchasing three trees and placing them in different locations throughout the building in the pre-function areas where they would not interfere with any scheduled meetings or events.

7.2 The next regular Board meeting will take place on November 23, 2022 in the Terre Haute Convention Center Executive Board Room.

8. Adjournment. The meeting was adjourned at 9:48 a.m.

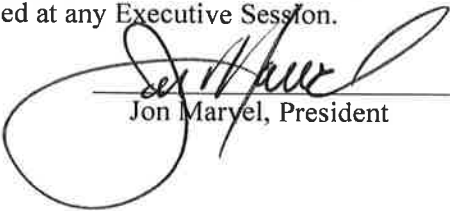
Adopted and approved by the Vigo County Capital Improvement Board of Managers this 23rd day of November, 2022, by roll call vote with the member votes indicated below.

VIGO COUNTY CAPITAL IMPROVEMENT BOARD OF MANAGERS

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|---------------------------------------|--|--------------------------|--|
| Jon Marvel, President | <input checked="" type="checkbox"/> Aye <input type="checkbox"/> Nay | Chris Switzer, Treasurer | <input checked="" type="checkbox"/> Aye <input type="checkbox"/> Nay |
| Mayor Duke Bennett, Vice President | <input checked="" type="checkbox"/> Aye <input type="checkbox"/> Nay | David Patterson, Member | <input type="checkbox"/> Aye <input type="checkbox"/> Nay |
| Emily Morris, Secretary | <input type="checkbox"/> Aye <input type="checkbox"/> Nay | Terri Conley, Member | <input checked="" type="checkbox"/> Aye <input type="checkbox"/> Nay |
| Bernice Helman, Member | <input checked="" type="checkbox"/> Aye <input type="checkbox"/> Nay | | |

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.



Jon Marvel, President