

VIGO COUNTY CAPITAL IMPROVEMENT BOARD OF MANAGERS
MEETING MINUTES OF MAY 19, 2021 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 State of Indiana Executive Order 20-09 (the "Order"), members of the Board and staff participated in the meeting in person at the Vigo County Council Chambers or by telephonic or electronic means. In accordance with the Indiana Open Door Law and the Order, members of the public and media may observe the meeting in person or electronically by ZOOM® call participation according to the electronic notice posted on the Vigo County website and forwarded electronically to members of the media.

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

2. Call of the Roll:

Members Present Via Zoom, Telephone or In Person at the County Annex: Jon Marvel - President, Duke Bennett – Vice President, Chris Switzer – Treasurer, Steve Witt – Secretary, Dave Patterson – Member, Emily Crapo – Member, Terri Conley - Member.

Others Present Via Zoom or In Person at the County Annex: Brian Kooistra, Steve Bauer, Jason Semlar, Tennille Wanner, Laura Alexander, Shelly Keen, Ted Nolting, Doug Kowalski, Howard Greninger, Channel 10 News, and various members of the public.

Before moving on to the agenda items, Mayor Duke Bennett made a special presentation to Judy Anderson and Brad Anderson, former board members, who were instrumental in this project and served from the inception through 2020 on the Board.

3. Additions or Revisions to the Agenda. There were no changes.

4. Approval of Minutes. Minutes for the April 21, 2021 meeting had been circulated via email to all members. There were no changes to the minutes and as such were approved as read.

6. Old Business.

6.1. Update on Construction Progress – Garmong Construction Services. Brian Kooistra reported on construction progress for the month. The current GMP amount is unchanged. The project is moving forward on schedule with a substantial completion date of April 27, 2022. The project is actually trending a little earlier than that date but he will hold off on making any earlier estimates at least until the end of summer. There has been a lot of recent progress. Exterior framing and sheathing is complete. Exterior masonry is complete on the northwest elevation. Most, if not all, of the interior walls are now standing. The rooftop air handling units are installed as are the skylights. Water main tap down Wabash Avenue is complete. The electrical gears have also been installed. All precast is set on the parking garage. They are in the early stages of preparing to pour the concrete topping slab that the cars will park on. Upcoming projects are EIFS (exterior insulation finish system), which resembles stucco, is being installed right now on the west elevation. He estimates about two more months before it is all complete. Exterior masonry continues. MEP (mechanical, electrical and plumbing) rough-ins are moving forward. The monumental stair, located in the main corridor, will arrive on Friday and installation will begin. Installation of the elevator for the Convention Center is scheduled to start on June 7. Storefront frame installation will begin on June 1. There is a big push right now to get the building sealed up, get windows in and the exterior envelope finalized. The goal is to have the building airtight by August. Parking garage floor slabs will begin May 24 and should take a couple of months. Elevator installation for the parking garage will begin on June 23. A photo

presentation of recent progress was shown. There was a brief discussion about building material shortage but overall, this project is in good shape since a lot of the materials had already been obtained and stored until ready to be used. However, as with all projects going on now everywhere, there are some challenges/obstacles but they don't anticipate anything standing in the way of completion on time.

6.2. Update on Convention Center Management – Spectra Venue Management. Dave Anderson, Vice President of Spectra Venue Management and GM of the Palm Beach Convention Center in West Palm Beach, Florida, was present and introduced Tennille Wanner, the new GM for the our Convention Center, and Laura Alexander, GM for the Gainesboro Convention Center, who will be acting as a mentor to Ms. Wanner on this project. Mr. Anderson will be overseeing the project from a global standpoint. It is anticipated that Ms. Wanner will be on site in June getting settled in and in office by the second week of June. A brief synopsis was given of what they hoped to accomplish and what they will be doing.

6.3. Update on RFP Process – Nations Group. Steve Bauer indicated there is not really much of an update on the RFP processes at this point. It had been hoped to have some recommendations for consideration at today's meeting for the parking garage equipment supplier and the furniture supplier(s). Although they are close to reaching a decision with regard to both, there are still a few loose ends that need to be wrapped up. They will have recommendations next month. The question was raised whether local vendors will be used and this was briefly discussed. They have received a partial bid from a local business for furniture and is under consideration.

6.4. Update on Project Budget – Baker Tilley. Jason Semlar presented a monthly schedule showing the current budget and allocation among the various components and comparison to the actual expenses incurred. Mr. Semlar then discussed the cash flow analysis he had prepared.

6.5. Update on Memorabilia Cataloging – Shelly Keen. Shelly Keen was present to update this process. They are currently in the concept development phase with Hilferty & Associates to find out how to best utilize the space within the museum itself. Meetings are ongoing. A layout is being developed.

6.6. Update on Legal Matters – Kroger Gardis & Regas, LLP. Ted Nolting of Kroger Gardis & Regas introduced himself and Doug Kowalski, the newest member of their firm. They are working with Brian Bosma on this matter. Mr. Kowalski stated that there was really nothing new to report this month.

7. New Business

7.1. Resolution 2021 – 07 Adopting Remote Meeting Participation Protocols – Kroger Gardis & Regas, LLP. Ted Nolting explained the need for this resolution. This will allow future participation in meetings through Zoom or via telephone if the need arises. He explained some of the highlights in the resolution. This can be modified in the future if necessary. Chris Switzer made a motion to approve Resolution No. 2021-07 as presented. Duke Bennett seconded the motion. Upon a roll call vote of 7-0, the motion unanimously passed.

8. Other Business.

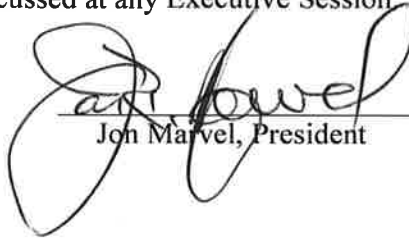
8.1. Questions and Comments from CIB Members. There were none

8.2 The next Board meeting will take place on June 16, 2021.

8. Adjournment. President Marvel stated that if there was no further business, the meeting was adjourned at 9:40 a.m.

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