

**VIGO COUNTY CAPITAL IMPROVEMENT BOARD OF MANAGERS**

**MEETING MINUTES OF JUNE 20, 2018 at 10:00 a.m.**

Location:  
Council Room  
Vigo County Annex  
Terre Haute, Indiana

**Roll Call:**

**Present:** Jon Marvel- President, Steve Witt- Treasurer, Mayor Duke Bennett- Secretary, Greg Gibson - Member, Judy Anderson – Member, Nancy Allsup- Treasurer for the CIB, James Bramble- Controller for the CIB.

**Others Present:** County Attorney Mike Wright, Rachel Leslie; Tammy York-Allen, Howard Greninger, John Swaner, Brian Bosma, Representatives of Nation Group, Representatives of CSO Architectures, Representatives of Umbaugh

**Operation and Membership. Election of Officers.** Greg Gibson proposed the following slate of officers:

President – Jon Marvel  
Secretary- Mayor Duke Bennett  
Treasurer- Steve Witt

There were no other nomination from the floor and the slate of officers was unanimously approved by all members present.

**Appointment of Controller.** A motion was made by Judith Anderson to appoint James Bramble, the Vigo County Auditor, as controller for the CIB. Greg Gibson seconded the motion, and the motion was unanimously approved by the Board.

**Appointment of Treasurer.** A motion was made by Judith Anderson to appoint the current Vigo County Treasurer Nancy Allsup as the CIB treasurer. Greg Gibson seconded the motion, and the motion was unanimously approved by the Board.

**Approval of Board and Committee Meeting Schedule.** Judith Anderson discussed the pros of meeting outside the standard work day and used the economic development commission as an example. Judith indicated that the EDC meeting occurred on the second Tuesday of the month and proposed, in the form of a motion, to establish the CIB monthly meeting date on the third Tuesday of each month. Greg Gibson seconded motion and the members unanimously approved the establishment of their normal meeting date as third Tuesday of each month.

**Appointment of Committee's.** President Jon Marvel established the following committees and their membership:

Executive Committee: Judith Anderson, Greg Gibson, Duke Bennett

Finance and Investment Committee: Steve Witt, CIB Vacancy, CIB Vacancy

Construction Committee: Greg Gibson, Duke Bennett, CIB Vacancy

**Engagement of Kroger Gardis & Regas, LLP.** Brian Bosma, a partner with KGR presented his firms qualifications and expressed excitement over the potential engagement. Mr. Bosma detailed a strong background in construction and municipal finance. A motion was made by Steve Witt to approve the engagement letter presented by KGR. Greg Gibson seconded the motion and the membership unanimously approved the motion to engage KGR.

**Presentation from Nations Group, CSO Architectures, and Umbaugh.**

Representatives from the Nation's Group explained their process of assisting the CIB with their core concepts of facility, operations and finance.

Representatives from CSO architecture introduced their team and expressed gratitude over being considered to assist with this project. CSO detailed a strong background in hospitality design and the sorts of spaces that are anticipated with this project.

Representatives from Umbaugh introduced their team and expressed gratitude over being considered to assist with this project as financial advisor. Umbaugh detailed the fact that their sole client base is municipalities and recognized the other relationships they have in this community (i.e. School Corporation).

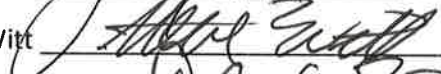
A motion was made by Greg Gibson to authorize KGR to work with the executive committee of the CIB in the formalization of agreements with The Nations Group, CSO architectures and Umbaugh. This motion was seconded by Steve Witt and the membership unanimously approved the motion.

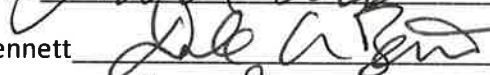
**Discussion of RFQ for construction manager services** – The board authorized KGR to assess the current draft of the RFQ and agreed this would be topic of discussion at the next meeting of the CIB on July 17, 2018 at 7:30 a.m.

President Jon Marvel indicated the Board is actively considering who should be appointed to the currency vacancies.

**The meeting was adjourned by unanimous consent. – 10:30 A.M.**

Jon Marvel 

Steve Witt 

Duke Bennett 

Greg Gibson 

Judith Anderson 