

**VIGO COUNTY CAPITAL IMPROVEMENT BOARD OF MANAGERS**  
**MEETING MINUTES OF June 17, 2020 AT 9:00 A.M.**

A meeting of the Vigo County Capital Improvement Board of Managers was held on the above date and time. Board members, support staff and media representatives were present for the meeting in person in the Council Chamber of the Vigo County Government Center at 127 Oak Street, Terre Haute, Indiana. Pursuant to the Governor's Executive Order 20-09 and by order of the Vigo County Commissioners, the in-person meeting was closed to the public, but the public had live stream access via the Vigo County YouTube Channel.

**Roll Call:**

**Members Present:** Jon Marvel-President, Mayor Duke Bennett-Vice President, Judy Anderson-Secretary, Steve Witt-Treasurer, Dave Patterson-Member, Brad Anderson-Member, Barbara Boo Lloyd-Member.

**Others Present:** James Bramble-Controller for the CIB, Brian Bosma, Steve Bauer, Chris Nations, Jason Semler, Michael Wright, Hannah Pruitt, Tammy York-Allen, Susan Turner, and Howard Greninger.

**Additions or Revisions to the Agenda.** There were none.

**Approval of Minutes.** Minutes for the May 27, 2020 Zoom meeting had been circulated via email to all members. Dave Patterson moved to approve the minutes as presented. Judy Anderson seconded the motion. Upon a voice vote of all ayes, the minutes were unanimously approved.

**Old Business.**

**Update on School Corporation Property Acquisition – Kroger Gardis & Regas LLP.** Mr. Bosma announced that July 20, 2020 has been set as a closing date for acquisition of the school corporation property. Due diligence will be completed by July 6. The environmental assessment has been completed and was clean. A draft of the survey and title work has been received and there are no complicating factors. Access agreement is in place with the school corporation so Hilton Garden Inn is able to park cars at that location. This will allow Garmong Construction to begin construction of storm water and utility items on Hilton Garden Inn's north parking lot, which we will not possess but need to have improvements on that location to service the convention center. There are some other parking complications that we will discuss under New Business. A brief discussion followed.

**Update on Construction Progress – Garmong Construction Services.** Brian Kooistra of Garmong Construction gave a presentation on progress for the last 6-7 weeks. Phase I sanitary sewer installation, storm sewer installation, electrical conduits, etc. have all been installed. Mr. Kooistra gave a short slide presentation showing the progress of what has been taking place. He then talked about the improvements that will be taking place in the coming weeks. It is estimated that around October 1 is the date they will need to access the whole convention site, both the State office lot and the Fontanet and Hotel Partners lots, and really get the project moving. He gave a brief explanation regarding storm traps and how they work for this project. A project schedule shows they started on April 22. Their completion date is set for August 27, 2022. They are on schedule and their goal is to beat that completion date. They approximate August 31 as the date that 8<sup>th</sup> Street will be permanently closed. They are looking to have Phase I work complete and turned back over to Hilton Garden Inn on September 11. This will allow Phase II work to begin on September 15. Monthly construction reports are being distributed among all CIB members. There had been some previous confusion but that has

been fixed. Brian Bosma suggested that an update of this type be incorporated into all future CIB meetings. Mr. Kooistra said he would be happy to continue monthly presentations. Dave Patterson also asked for updates on any date changes because, if things should return to normal, he has a big slate of events and would need as much advance notice as possible of date changes.

**Update on Convention Center Management – KGR/Nations Group.** Mr. Bosma advised there was little to report at this time because of the focus having been on property acquisition. Discussions will now begin in earnest and comparison of the three offers previously made. There will be some discussion taking place today after the meeting and he will hopefully have an update at the next board meeting.

## **New Business**

**Adoption of Resolution 2020-06 Approving Parking Agreement with Skygarden Parking - Kroger Gardis & Regas.** Mr. Bosma advised that as mentioned earlier, part of the agreement with the school corporation was to have immediate access with their parking lots and to displace their visitors and employees and board members from those spots with the exception of a few spots retained. The agreement was to have 50 parking spots available at Skygarden parking. It was discovered Monday that parking needs to commence on the 22<sup>nd</sup>. Discussions were had with Skygarden Parking and an agreement was reached. Resolution 2020-06 authorizes the President to sign this agreement. There will have to be some coordination with picking up 50 parking passes and getting them from Skygarden to the school corporation for Monday, which is when they want to start. This will also require an initial payment in the amount of \$3,450.00 on Monday. Boo Lloyd had some questions with regard to the agreement and discussion was had. It was decided that the board would like to have the language in paragraph 7 reflect that any towing charges incurred would be the responsibility of the violator and not the responsibility of the CIB. Dave Patterson moved to adopt Resolution 2020-06 with the caveat of changing the language to read that towing charges will be borne by the violator, not the CIB. Duke Bennett seconded the motion. Upon a roll call vote of 7-0, the motion was unanimously approved.

**Adoption of Resolution 2020-07 Authorizing Alternate Lease Procedure – Kroger Gardis & Regas LLP.** Brian Bosma then discussed the agreement originally agreed to by Hilton Garden Inn. Due to some mitigating factors and the fact that the original agreement with Hilton Garden Inn has expired, it has become necessary to come up with an alternative leasing procedure as provided for under Indiana statutes anticipating economic development use of property which is what we are talking about here, rather than the customary governmental lease of property. It is called the Alternative Lease Procedure and is presented by Section 12 of the Public Property Disposal statute. That provides for a request for proposal process in which the Board can place provisions that focus the response to someone who can fulfill certain obligations and other procedures. Public notice is made of the RFP, responses are reviewed and the board can pick the most appropriate response, not the highest response. So this is a flexible provision in the state statute. To begin the process, it is necessary to authorize the President and Vice President, in consultation with the Board's legal counsel, to prepare, publish and receive proposals for the lease or other disposal of the property and to make a recommendation to the Board regarding the selection of the most appropriate response. Prior to issuing a request for proposal, it is necessary to receive a Resolution adopted by the Commissioners of Vigo County authorizing the use of Alternative Section 12 for leasing of the property. This Resolution 2020-07 authorizes, empowers and directs the President and Vice-President to take all actions needed to accomplish this. Judy Anderson moved to adopt Resolution 2020-07. Dave Patterson seconded the motion. Upon a roll call vote of 7-0, the motion was unanimously approved.

**Alternate Parking Arrangements for State Office Building – Authorizing President to Approve**

**Parking Agreement.** Mr. Bosma indicated that it had been brought to his attention that Garmong desired to have access to the parking lot of the State Office Building to commence utility and some other infrastructure that has to happen there. That displaces folks from parking spaces as well. A no-cost solution has been found which is to authorize the President to enter into an access for parking agreement with the owner of the State Office Building to allow parking on the Hulman lot for state employees on a temporary basis. We own that property and it's not being used other than by some random parkers. No formal resolution is necessary but it is desired that the Board adopt a motion granting the President the authority to give parking rights to the State Office Building. Mr. Bosma will prepare a hold harmless agreement for signature. A brief discussion was had. Brad Anderson moved to approve authorizing the President to approve an alternate parking arrangement agreement. Duke Bennett seconded the motion. Upon a roll call vote of 7-0, the motion was unanimously approved.

**Consideration of Construction Camera for Terre Haute Children's Museum.** Susan Turner, Executive Director of the Childrens' Museum gave a presentation regarding a new exhibit they have entitled "Under Construction". It is presented by the Wabash Valley Contractors Association as their title sponsor. The exhibit will focus on educating children on construction and building trades and teach them how buildings are built and teach them that there are good jobs/careers available in that industry. One item that she would like to add to the exhibit is a "construction camera" that will provide a time-lapse video of the construction project. She is here today to ask if the Board would be interested in sponsoring that part of the exhibit. The camera itself is being donated by Garmong Construction and would be installed on top of the Museum and operate 24/7. The video would be uploaded every week and play continuously in the exhibit. The contract for the subscription service is for 21 months at a cost of \$8,000.00. A link could be put on the CIB website in order for it to be viewed there also. Chris Nations with Nations Group stated that they would fund the subscription.

**Next Board Meeting** – July 15, 2020.

**Other Business** – There was none.

Judy Anderson moved that the meeting be adjourned. Barbara Boo Lloyd seconded the motion. Upon a roll call vote of 7-0, the motion was unanimously approved and the meeting was adjourned at 9:55 a.m.

**Executive Session.** Following the Regular Meeting of the Vigo County CIB an executive session was conducted regarding the purchase or lease of real property prior to the execution of a contract. No other matters were discussed in the executive session.

### **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 the Executive Session.

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Jon Marvel, President