

VIGO COUNTY CAPITAL IMPROVEMENT BOARD OF MANAGERS
MEETING MINUTES OF OCTOBER 21, 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. 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 Commissioners' Conference Room or by telephonic or electronic means. Those with media credentials could make arrangements to attend the meeting in person by contacting the Board's administrative assistant prior to the meeting. In accordance with the Indiana Open Door Law and the Order, members of the public and media were encouraged to observe the meeting electronically by ZOOM[®] call participation according to the electronic notice posted on the Vigo County website and forwarded electronically to members of the media.

2. Roll Call:

Members Present: In Person - Jon Marvel - President, Judy Anderson – Secretary; Via Zoom – Steve Witt – Treasurer, Dave Patterson – Member, Barbara Boo Lloyd – Member.

Others Present Either In Person or Via Zoom: James Bramble-Controller for the CIB, Brian Bosma, Brian Kooistra, Steve Bauer, Katie Porco, John Rollins, Todd Schafer, Tammy York-Allen, and Howard Greninger.

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

4. Approval of Minutes. Minutes for the September 16, 2020 meeting had been circulated via email to all members. Dave Patterson moved to approve the minutes as presented. Barbara Boo Lloyd seconded the motion. Upon a roll call vote, by a vote of 5-0, the minutes were unanimously approved.

5. Old Business.

5.1. Update on Construction Progress – Garmong Construction Services. Brian Kooistra was present via ZOOM[®] to give an update. All surface demolition has taken place. Electrical switchover is complete, which is a major milestone. This completes all utility relocations on the project. 18 cast piles have been installed, nine within the convention center footprint and nine within the parking garage footprint. These piles are then tested to make sure that they have adequate strength that the engineers have designed around. Tests have been completed and everything has come back very positive. The parking garage site has been demoed. The area has been prepped for installation of the storm trap. This should be completed today. Mr. Kooistra then presented a slide presentation showing some of the progress in the last 30 days. Concrete foundations begin next week. Structural steel will be delivered beginning in November. By Thanksgiving, the structure should start to come up off the ground.

5.2. Update on Property Acquisition – Kroger Gardis & Regas, LLP. Mr. Bosma advised that closing on the last piece of property will be taking place today. All documents and funds have been escrowed for a couple of weeks. They have been able to proceed with construction because the HGI team executed an access agreement that allowed Garmong to start construction. Mr. Bosma noted that there had been a miscalculation by the title insurance company doing the closing that omitted credit for the \$5,000.00 deposit made so long ago. There will be a \$5,000.00 refund issued and Mr. Bosma asked Mr. Bramble how he would like the refund to be made. Mr. Bramble requested that a check be issued.

5.3. Update on Convention Center Management Discussions – KGR/Nations Group. Brian Bosma reported that the contract has now been reviewed. There were a couple of legal issues and a

couple of business issues that were being worked through. Mr. Bauer met with their representative yesterday and will give an update next. Mr. Bosma believed that any remaining issues were all minor and there was one that he would discuss with Jon Marvel and Mayor Bennett. There was a brief discussion about when a budget would need to be submitted to the County Council for approval for operating purposes for next year. It was decided that 180 days would suffice for the committees to review the proposed budget before it was submitted to the Council. Steve Bauer introduced Katie Porco who is the Director of Business Development and Client Relations for Spectra. A meeting was had yesterday regarding the architectural plans, the layout, and the operational aspects as it relates to what has been designed. The meeting lasted about 4½ hours and was very productive. There may be some minor design modifications in order to effectively operate the facility. Things are underway. Discussions will continue.

5.4. Other Old Business. Judy Anderson brought up the question that had previously been asked regarding reimbursements for Tammy York-Allen for all the work she has been doing. She questioned whether that would have to come from an actual budget (which does not presently exist) or if Tammy could be paid from the construction fund. Mr. Bramble stated that he believed it is required for a budget to be set up and a salary ordinance passed in order to do that. Mr. Bosma commented that the statute states that you can pay bills for the structure and the facility, including administrative expenses for the construction, without a budget approved by the Council. Additional discussion took place. Virtually every expenditure to date has been for construction of the facility. He would lump into that the additional administrative work that was incurred. Once you are administering a proper convention center, then you're going to have to have a budget that is approved by the County Council and go through that normal process. There was some additional discussion. It was decided that Brian Kooistra could work with her on that.

6. New Business

6.1. Other New Business. James Bramble advised that the Food and Beverage tax distribution for October broke every record they ever had. The amount was \$249,247.95 which is roughly one-fifth of what had been estimated for the entire year's receipts. John Rollins, Assistant Project Manager, and Todd Schafer, Senior Project Manager, of the Nations Group were present and introduced themselves. They are part of the team usually back in Arizona and help with the oversight of the applications for Garmong. They will be out here every two weeks now that Brian and his team are moving very swiftly on construction. They are here to support them and make sure there are communications on any items needed.

7. Other Business. Barbara Boo Lloyd raised the question regarding the parking lot on the east side of the Vigo County School Corporation building which was purchased by the CIB and is being used for parking by HGI. It has become a major party spot lately with lots of people congregating in late evenings resulting in a lot of trash and debris left behind each morning. She wondered whose responsibility it was to monitor that lot. Jon Marvel advised that he is meeting later today with HGI and he would discuss this issue with them. Steve Bauer advised that the lot was signed and noticed that the parking lot was for guests of HGI and was not to be used by the public. There was some discussion about actions that could be taken to put a stop to the gatherings including asked for additional police patrols and towing of illegally parked vehicles.

7.1. Next Board Meeting – November 18, 2020.

8. Adjournment. Judy Anderson made a motion to adjourn the meeting. Dave Patterson seconded the motion. The President adjourned the meeting at 9:31 a.m.

Executive Session. There was no Executive Session today.

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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 the Executive Session.

Jon Marvel, President

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