

**Minutes of the Meeting of the  
BOARD OF DIRECTORS of the  
DETROIT REGIONAL CONVENTION FACILITY AUTHORITY  
Cobo Conference & Exhibition Center**

**August 14, 2014**

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A Regular Meeting of the Board of Directors of the Detroit Regional Convention Facility Authority (the "Authority"), was held at 8:30 a.m. on August 14, 2014, pursuant to the requirements set forth in the Regional Convention Facility Authority Act at MCL 141.1351, et seq.

**I. ROLL CALL.** The regular meeting was called to order by Chairman L. Alexander at 8:40 a.m.

**PRESENT:** Director J. Abdo, Director L. Alexander, Director M. Carroll, Director W. Guillebeaux, and Director J. Okotie-Eboh

**ABSENT:** None.

**ALSO PRESENT:** P. Bero, T. Connors of SMG, G. Brown, T. Tuskey, E. Duff, Esq. and Frances Murphy of Garan Luow Miller, P.C., and M. Powers of DMCVB

**II. APPROVAL OF MINUTES.** A motion to approve the Minutes of the regular meeting of the Authority held July 17, 2014 by J. Abdo.

**UNANIMOUSLY APPROVED**

**III. CEO/CFO REPORT.** CEO/CFO Patrick Bero presented his report to the Board which included updates on the following:

- a. Recognition of Citizens Advisory Council Representative, MiVida Burrus.
- b. DRCFA Financial Underwriter Selection presented by S. Kantor, First Southwest

c. Motion for Approval of Alliant Brokerage Contract Extension for Three Years as presented in Leadership Brief by M. Carroll.

**UNANIMOUSLY APPROVED**

- d. Resolution Approving Aggregate Interior Office Relocation Costs of \$65,960 and Future Expenses of \$14,962 for DRCFA Office Relocation Project by W. Guillebeaux.

**UNANIMOUSLY APPROVED**

- e. City of Detroit Monetization of Parking Assets RFP - Discussion held and Motion to Approve exploration of costs and feasibility of responding to RFP by J. Abdoo.

**UNANIMOUSLY APPROVED**

**IV.** **REPORT OF GENERAL MANAGER.** Facility General Manager Thom Connors of SMG presented his report which included the following:

- a. Events Update - August and September
- b. Utility Services Report - Review and discussion of Electric Consumption Report
- c. Financial Highlights
- d. New Marketing Initiatives
- e. Convention Center Trends Update
- f. IBEW Video Featuring Electrical Worker
- g. Video of Jason Hall, Detroit Community Activist Featured by Apple
- h. Leadership Briefs and Requested Actions:
  - i. Resolution to Approve \$14,030 for Grand Riverview Ballroom Upgrade Boulevard Communications for the Installation of Additional Cat 5 Cabling by J. Okotie-Eboh.

**UNANIMOUSLY APPROVED**

- ii. Resolution to Approve Agreement with Conti HTE LLC Retroactive to April 17, 2014 through September 30, 2017 by J. Okotie-Eboh.

**UNANIMOUSLY APPROVED**

- iii. Resolution to Approve Video Board Advertising RFP by J. Okotie-Eboh.

**UNANIMOUSLY APPROVED**

**V.** **REPORT OF CHAIR OF DRCFA SUB-COMMITTEE ON CAPITAL IMPROVEMENTS & UPGRADES.** Committee Chair W. Guillebeaux presented a summary of the pertinent items addressed in the Sub-Committee Meeting Agenda dated July 29, 2014. The Committee Chair presented the following recommendations for Board action:

- A. Motion to Approve Kotz Sangster Engagement Proposal by J. Okotie-Eboh.

**UNANIMOUSLY APPROVED**

- B. Resolution 2014-08-14-03a to Amend Professional Services Agreement with Mannik & Smith Group Incorporating the Provision of Two Additional Soil Borings and a Monitoring Well at the Existing Civic Center Drive Ramp Wall to Confirm Soil Stability. Motion for approval of Resolution as presented by J. Okotie-Eboh.

**UNANIMOUSLY APPROVED**

- C. Resolution 2014-08-14-04a to Amend Professional Services Agreement with Mannik & Smith Group Incorporating the Provision of Design & Engineering for the Permanent Reconfigurations and Easement Revisions to the Washington Garage Entrance Ramp & Turning Lane Required by the Installation of the South Entrance Canopy North Super Column. Motion for approval of Resolution as presented by J. Abdo.

**UNANIMOUSLY APPROVED**

- D. Resolution 2014-08-14-001 to Issue a Task Order to SDG to Provide Architectural Furniture Design & Layout Document Preparation Associated with Phase IIIa Project C-63. Motion for approval of Resolution as presented by J. Abdo.

**UNANIMOUSLY APPROVED**

- E. Resolution 2014-08-14-02 to Authorize Installation of Electrical Connections for the Food Court Tables. Motion for approval of Resolution as presented by J. Abdo.

**UNANIMOUSLY APPROVED**

- F. Resolution 2014-08-14-03 to Issue a Purchase Order to AT Door for the Furnish Only Provision of Doors and Hardware Associated with the Renovation of the South Wing Level 124. Motion for approval of Resolution as presented by M. Carroll.

**UNANIMOUSLY APPROVED**

- G. Resolution 2014-08-14-04 to Amend Construction Contract with Trend Millwork to Incorporate the Furnish & Install Provision of Wood Veneer Accent Panels at the Level 124 Meeting Room & Junior (Portside) Ballroom Main Entrances. Motion for approval of Resolution as presented by M. Carroll.

**UNANIMOUSLY APPROVED**

- H. Resolution 2014-08-14-05 to Amend Construction Contract with Thalner Electronic Laboratories, Inc. Incorporating the Furnish & Install Provision of LED Monitors & Associated Equipment for the Balance of the South Wing & Main Concourse Meeting Room Renovations. Motion for approval of Resolution as presented by J. Okotie-Eboh.

**UNANIMOUSLY APPROVED**

- I. Resolution 2014-08-14-06 to Procure Materials, Skilled Trade & Equipment and Proceed with the Self-Perform Painting of the Modified Structural Support Steel at the North Washington Blvd. Entrance. Motion for approval of Resolution as presented by J. Abdoo.

**UNANIMOUSLY APPROVED**

- J. Resolution 2014-08-14-07 to Amend Construction Contract with Johnson Controls, Inc. Incorporating Modifications and Upgrades to the Low Voltage Building Management Control Systems Associated with the Phase IIIb Project C-3 Main Concourse Renovations. Motion for approval of Resolution as presented by M. Carroll.

**UNANIMOUSLY APPROVED**

- K. Resolution 2014-08-14-08 to Amend Construction Contract with Midwest Steel, Inc. Incorporating the Furnish & Erect Installation of Additional Support Steel for the Gable Video Display (Media Mesh) at the South Washington Blvd. Entrance Canopy. Motion for approval of Resolution as presented by M. Carroll.

**UNANIMOUSLY APPROVED**

**VI. UNFINISHED BUSINESS.** None.

**VII. NEW BUSINESS.** None.

**VIII. PUBLIC COMMENT.** None.

**IX. CLOSED SESSION.** A motion for adjournment to Closed Session to discuss pending litigation at 10:57 a.m. by J. Abdoo.

**UNANIMOUSLY APPROVED**

A motion by W. Guillebeaux to re-convene the regular meeting of the Board of Directors at 11:18 a.m. by roll call vote.

**UNANIMOUSLY APPROVED**

**X.** ADJOURNMENT. A motion for adjournment of the regular meeting at 11:32 am. by W. Guillebeaux.

**UNANIMOUSLY APPROVED**

Respectfully submitted,



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Joseph Abdoo, Secretary

**Approved: August 28, 2014**