

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

**June 4, 2012**

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A Regular Meeting of the Board of Directors of the Detroit Regional Convention Facility Authority (the "Authority"), was held at 9:30 a.m. on June 4, 2012 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 9:44 a.m.

**PRESENT:** Director L. Alexander, Director J. Abdoo, 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 of Garan Lucow 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 May 10, 2012 by J. Okotie-Eboh.

**UNANIMOUSLY APPROVED**

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

- a. Report Financial Statements April 30, 2012
- b. Leadership Brief Hart Plaza Electronic Sign - based upon the recommendation of the CEO/CFO and the Authority having been fully advised in the premises, W. Guillebeaux offered a motion for the DRCFA to notify the City of Detroit that no action is required by the Authority regarding the proposed sign donation.

**UNANIMOUSLY APPROVED**

- c. Legislative Efforts Update.

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

- Detroit Regional Chambers Mackinaw Policy Conference Update
- Event Summary

- FF&E Purchases
- Contract Renewals
- Updating Emergency Preparedness Plan
- Parking Operations Update
- April 2012 Financials

**V. REPORT OF CHAIRMAN OF DRCFA SUB-COMMITTEE CAPITAL IMPROVEMENTS AND UPGRADES.** Committee Chair, W. Guillebeaux, presented a summary of the pertinent items addressed in the Owner’s Representative Report dated May 31, 2012 and Sub-Committee agenda items from meeting held June 4, 2012.

Committee Chair, W. Guillebeaux, presented the Sub-Committee recommendations for Board action on the following items:

A. Resolution Authorizing the Authority to Replace a Defective 4" Existing Steam Valve and Install an Access Platform & Fall Protection as Part of the Steam Valve Isolation Work. Motion for approval of Resolution by J. Okotie-Eboh.

**UNANIMOUSLY APPROVED**

B. Resolution Authorizing the Authority to Proceed with Replacement of Nine (9) Malfunctioning Control Valves in AHUs. Motion for approval of Resolution as presented by J. Abdoo.

**UNANIMOUSLY APPROVED**

C. Resolution Authorizing the Authority to Proceed with Concrete Floor Slab Repair at East Concourse 2<sup>nd</sup> Level. Motion for approval of Resolution as presented by J. Abdoo.

**UNANIMOUSLY APPROVED**

D. Resolution Authorizing an Amendment to the Authority’s Contract with Traffic & Safety Control Systems, Inc. to Revise the Scope and Sequence of Installation of the Roof PARCS Equipment. Motion for approval of Resolution as presented by J. Okotie-Eboh.

**UNANIMOUSLY APPROVED**

E. Resolution Authorizing the Authority to Execute a Construction Contract with VFP Fire System for the Removal, Relocation & Replacement of the Fire Protection System; Authorizing the Authority to Proceed with the Replacement of the Gas Detection System; and Authorizing the Authority to Proceed with Replacement and Repairs to the In and Under Slab Drainage

Systems Associated with the Washington Blvd. Parking Garage Rehabilitation. Motion for approval of Resolution as presented by M. Carroll.

**UNANIMOUSLY APPROVED**

- F. Resolution Authorizing the Authority to Proceed with the Abatement of ACM in AHU-65. Motion for approval of Resolution as presented by J. Okotie-Eboh.

**UNANIMOUSLY APPROVED**

- G. Resolution Authorizing the Authority to Execute a Construction Contract with Cleveland Marble Mosaic, Inc. for Stone Work. Motion for approval of Resolution as presented by J. Okotie-Eboh.

**UNANIMOUSLY APPROVED**

- H. Resolution Authorizing the Authority to Execute a Construction Contract with Kovach, Inc. for Installing Metal Wall System. Motion for approval of Resolution as presented by M. Carroll.

**UNANIMOUSLY APPROVED**

- I. Resolution Authorizing the Authority to Execute a Construction Contract with LPA Solutions for the Installation of Skyfold Vertical Folding Partitions. Motion for approval of Resolution as presented by J. Okotie-Eboh.

**UNANIMOUSLY APPROVED**

- J. Resolution Authorizing the Authority to Execute a Construction Contract with Turner-Brooks, Inc. for Installation of Drywall Partitions & Ceiling. Motion for approval of Resolution as presented by M. Carroll.

**UNANIMOUSLY APPROVED**

- K. Resolution for Board Authorization for an Amendment to the Authority's Professional Services Agreement with Albert Kahn-SDG Incorporating the Provision of Ceramic Tile Inspection and Quality Control Consulting Services. Motion for approval of Resolution as presented by M. Carroll.

**UNANIMOUSLY APPROVED**

- VI. UNFINISHED BUSINESS.** None.

**VII. NEW BUSINESS.** Discussion of DRCFA Summer 2012 Meeting Dates:

**Regular and Special Meetings of the DRCFA**

June 4, 2012 (Monday) at 9:30 a.m., Room 02-43  
June 21, 2012 (Thursday) at 8:30 a.m., Room TBA  
July 5, 2012 (Thursday) at 8:30 a.m., Room TBA  
July 19, 2012 (Thursday) at 8:30 a.m., Room TBA  
August 2, 2012 (Thursday) at 8:30 a.m., Room TBA  
August 16, 2012 (Thursday) at 8:30 a.m., Room TBA  
August 30, 2012 (Thursday) at 8:30 a.m., Room TBA

**Sub-Committee on Capital Improvements & Updates**

June 4, 2012 (Monday) at 7:30 a.m. in the Boardroom  
June 18, 2012 (Monday) at 7:30 a.m. in the Boardroom  
July 2, 2012 (Monday) at 7:30 a.m. in the Boardroom  
July 16, 2012 (Monday) at 7:30 a.m. in the Boardroom  
July 30, 2012 (Monday) at 7:30 a.m. in the Boardroom  
August 13, 2012 (Monday) at 7:30 a.m. in the Boardroom  
August 27, 2012 (Monday) at 7:30 a.m. in the Boardroom

**VIII. PUBLIC COMMENT.** The Board of Directors heard public comment from Paul McAdams, Unite Here representative, regarding update on negotiations with Centerplate.

**IX. ADJOURNMENT.** A motion for adjournment of the regular meeting at 11:44 a.m. by J. Okotie Eboh.

**UNANIMOUSLY APPROVED**

Respectfully submitted,



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Joseph Abdo, Secretary

**Approved: June 21, 2012**