

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

July 19, 2012

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 July 19, 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 8:35 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 June 21, 2012 by J. Abdoo.

UNANIMOUSLY APPROVED

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

- a. DRCFA Financial Statements, May 2012.
- b. Wells Fargo Construction Draw, June 2012
- c. Investment Policy Compliance
- d. DRCFA Credit Score Update
- e. OCIP Update

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

- Event Summary
- Budget Preparations
- Recent Site Inspections by Prospective Clients
- Removal of Displays and Installations at Cobo Center
- Chiller Update
- Training & Safety Update

General Manager Thom Connors presented the following recommendations for Board action on the following items:

- A. Recommendation to renew the Electrical Services Agreement with Motor City Electric for the remaining twelve (12) month option provided for in the original agreement (effective July 21, 2010). Motion for approval of recommendation by J. Abdo.

UNANIMOUSLY APPROVED

- B. Recommendation for award of Janitorial and Cleaning Contract for Cobo Center to ABM Janitorial Services in accordance with bid issued on June 5, 2012. Motion for approval of recommendation by W. Guillebeaux.

UNANIMOUSLY APPROVED

V. REPORT OF CHAIRMAN OF DRCFA SUB-COMMITTEE CAPITAL IMPROVEMENTS AND UPDATES. Committee Chair, W. Guillebeaux, presented a summary of the pertinent items addressed in the Owner's Representative Report dated July 13, 2012.

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

- A. Resolution Authorizing the Authority to Replace Three (3) 16" Steam Valves Associated with the Main Steam Metering Station. Motion for approval of Resolution by J. Abdo.

UNANIMOUSLY APPROVED

- B. Resolution Approving the Revised Phase III Framework Plan for Phase IIIa & IIIb Projects. Motion for approval of Resolution as presented by J. Okotie-Eboh.

UNANIMOUSLY APPROVED

- C. Resolution Authorizing the Authority to Proceed with the Purchase of Materials and Replacement of Chiller Coil in Roof Top and Mechanical Air Handling Units. Motion for approval of Resolution as presented by J. Abdo.

UNANIMOUSLY APPROVED

- D. Resolution Authorizing the Authority to Execute a Construction Contract with Johnson Controls, Inc. for the Low Voltage Communications (Voice-Data) & BMS Controls Work. Motion for approval of Resolution as presented by J. Okotie-Eboh.

UNANIMOUSLY APPROVED

- E. Resolution Authorizing the Authority to Execute a Construction Contract with IComm Corporation, Inc. for the Audio Visual Work.. Motion for approval of Resolution as presented by J. Okotie-Eboh.

UNANIMOUSLY APPROVED

- F. Resolution Authorizing the Authority to Execute a Construction Contract with Thainer Electronic Laboratories, Inc. for the Public Information System Work. Motion for approval of Resolution as presented by J. Okotie-Eboh.

UNANIMOUSLY APPROVED

- G. Resolution Authorizing the Authority to Execute a Contract with Western Mechanical Contractors for Plumbing Work. Motion for approval of Resolution as presented by J. Okotie-Eboh.

UNANIMOUSLY APPROVED

VI. **UNFINISHED BUSINESS.** None.

VII. **NEW BUSINESS.**

- a. Request by City of Detroit to consider Hart Plaza portfolio presented by L. Alexander. Discussion held.
- b. Discussion regarding Authority's intent to publicly recognize construction workers for outstanding work performed on Cobo renovations and upgrades.

VIII. **PUBLIC COMMENT.** None.

IX. **ADJOURNMENT.** A motion for adjournment of the regular meeting at 10.58 a.m. by M. Carroll.

UNANIMOUSLY APPROVED

Respectfully submitted,



Joseph Abdoo, Secretary

Approved: August 2, 2012