

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

September 29, 2011

A Public Hearing and Regular Meeting of the Board of Directors of the Detroit Regional Convention Facility Authority (the "Authority"), was held at 8:30 a.m. on September 29, 2011 pursuant to the requirements set forth in the Regional Convention Facility Authority Act at MCL 141.1351, et seq.

PUBLIC HEARING ON DRCFA FY 2011-2012 BUDGET.

- I. ROLL CALL.** The Public Hearing was called to order by Chairman L. Alexander at 8:30 a.m.
- PRESENT:** Director L. Alexander, Director J. Abdo, Director M. Carroll, Director W. Guillebeaux, and Director J. Okotie-Eboh
- ABSENT:** None.
- ALSO PRESENT:** P. Bero, T. Connors of SMG, T. Tuskey, E. Duff of Garan Lucow Miller, P.C., and M. Powers of DMCVB
- II. PRESENTATION OF FY 2011-2012 BUDGET BY CEO/CFO PATRICK BERO.**
- III. PUBLIC COMMENT.** None.
- IV. ADJOURNMENT.** A motion for adjournment of the Public Hearing at 8:40 a.m. by J. Okotie-Eboh.

UNANIMOUSLY APPROVED

BUSINESS MEETING OF THE DETROIT REGIONAL CONVENTION FACILITY AUTHORITY.

- I. ROLL CALL.** The Public Hearing was called to order by Chairman L. Alexander at 8:46 a.m.
- PRESENT:** Director L. Alexander, Director J. Abdo, Director M. Carroll, Director W. Guillebeaux, and Director J. Okotie-Eboh
- ABSENT:** None.
- ALSO PRESENT:** P. Bero, T. Connors of SMG, 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 September 1, 2011 by J. Okotie-Eboh.

UNANIMOUSLY APPROVED

- III. ELECTION OF OFFICERS 2011-2012.** J. Abdoo offered a motion for election of officers by the current slate. The following individuals are hereby elected to the offices of the Detroit Regional Convention Facility Board set forth opposite their names, to serve for FY 2011-2012, or until their successors are elected:

Larry Alexander - Chairperson
Juliette Okotie-Eboh - Vice Chairperson
Joseph Abdoo - Secretary
Michael Carroll - Treasurer
Waymon Guillebeaux - Project Director

UNANIMOUSLY APPROVED

- IV. RESOLUTION APPROVING FISCAL YEAR 2011-2012 BUDGET.** Based upon the recommendation of the CEO/CFO and the Authority having published the required Notice of Public Hearing and having held a Public Hearing on September 29, 2011, relative to the FY 2011-2012 Budget, J. Okotie-Eboh offered a motion that the Authority resolve to approve the Resolution Approving Fiscal Year 2011-2012 Budget as presented.

UNANIMOUSLY APPROVED

- V. CEO/CFO REPORT.** CEO/CFO Patrick Bero presented his report to the Board which included an update on the following:

- Capital Project Financing Update
- DRCFA Consolidated PL, August 31, 2011
- DRCFA Consolidated BS, August 31, 2011
- DRCFA Forecast, August 31, 2011
- DRCFA-P&L, August 31, 2011
- COBO-P&L, August 31, 2011
- Capital Reports

CEO/CFO Patrick Bero presented the following items for action by the Board:

- A. Resolution to Approve Marsh to Provide DRCFA Owners Controlled Insurance Program Broker Services. Based upon the recommendation of the CEO/CFO and the Authority having been fully advised in the premises, W. Guillebeaux offered a motion that the Authority resolve to approve the Resolution as presented.

UNANIMOUSLY APPROVED

VI. REPORT OF FACILITY GENERAL MANAGER. Facility General Manager, Thom Connors of SMG presented his report to the Board which included the following:

- August 2011 Financial Report by Sharon Schuster
- Update regarding 2012 Budget
- Sales & Booking Activity
- Operations & Events Overview
- Customer Feedback Report
- Update on Web Site design by Mary Klida

Facility General Manager, Thom Connors, presented the following items for action by the Board:

- A. Resolution to Confer Preferred Supplier Status to TVS Communications Solutions With Potential Studio Lease. Based upon the recommendation of the Facility General Manager and the Authority having been fully advised in the premises, W. Guillebeaux offered a motion that the Authority approve to enter into a Preferred Supplier Agreement with TVS for the scope of services described to provide revenue to Cobo Center and expand services to customers. The staff may also enter into negotiations to lease space to TVS for a studio, a final proposal for which is to be presented to the Authority for approval.

UNANIMOUSLY APPROVED

- B. Resolution to Hire VDS to Provide Cobo Center IP Telephony. Based upon the recommendation of the Facility General Manager and the Authority having been fully advised in the premises, J. Okotie-Eboh offered a motion that the Authority authorize the selection of VDS to provide a new IP telephony communications system for the facility at a cost of \$58,505.72 in accordance with the proposal submitted in response to the DRCFA RFP for new IP telephony communication system for the facility.

UNANIMOUSLY APPROVED

VII. REPORT OF CHAIR OF DRCFA SUB-COMMITTEE ON EXPANSION & IMPROVEMENTS. Committee Chair, W. Guillebeaux, presented a summary of the pertinent items addressed in the Projects Status Owners Representative Report dated September 23, 2011.

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

- A. Resolution Authorizing the Authority to Contract With Johnson Controls, Inc. to Provide and Install P2000 Software, Programming and Licensed Connections for WIFI Door Access Locks. Motion for approval of Resolution as presented by J. Abdoo.

UNANIMOUSLY APPROVED

- B. Resolution Authorizing the Award of a Sub-Contract by Walbridge/Barton Malow/White, LLC to Future Fence Company for Bid Package B3-0503 Fencing and Miscellaneous Iron Work Project B3-Detroit Hall Parking. Motion for approval of Resolution as presented by M. Carroll.

UNANIMOUSLY APPROVED

- C. Resolution Authorizing Amendment to Incorporate On-Site Management of MDOT TEDF Approved Projects and Pursue Additional DOE & Transportation Grant Funding. Motion for approval of Resolution as presented by J. Okotie-Eboh.

UNANIMOUSLY APPROVED

- D. Resolution Authorizing the Authority to Proceed with the Selective Demolition Work Required for the Installation of the Six Eastern Atrium Micro Pile Foundations Phase III Project C-1a Atrium Renovation. Motion for approval of Resolution as presented by J. Okotie-Eboh.

UNANIMOUSLY APPROVED

VIII. UNFINISHED BUSINESS.

- The DRCFA meeting scheduled for October 27, 2011 has been changed to take place on October 20, 2011.

IX. NEW BUSINESS.

- J. Okotie-Eboh presented a letter received from the Chair of the Heritage Hall of Fame regarding the possible refurbish and/or modification to the Hall of Fame Gallery Exhibit in the Cobo Center. The Authority referred the letter to the Customer Advisory Board for additional review and consideration.

X. PUBLIC COMMENT.

The Authority heard public comments from the following individuals:

1. Bob Conway, ABM Janitorial Services, regarding update on green cleaning at Cobo Center.
2. Paul McAdams, Local 24, regarding representation of hospitality professionals in current negotiations with Centerplate.
3. Robert Bruce, New Marcus Garvey Movement, regarding consideration of minority vendors at the Cobo Center facility.

XI. **ADJOURNMENT.** A motion for adjournment of the regular business meeting at 10:35 a.m. by J. Okotie-Eboh.

UNANIMOUSLY APPROVED

Respectfully submitted,



Joseph Abdoo, Secretary

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Approved: October 20, 2011