

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

January 10, 2013

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 January 10, 2013 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 8:39 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, G. Brown, E. Duff 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 November 29, 2012 by J. Okotie-Eboh.

UNANIMOUSLY APPROVED

III. **APPROVAL OF CONSENT AGENDA - 4TH QUARTER 2012 COBO OPS CHECK REGISTER.** A motion to approve the Consent Agenda - 4th Quarter 2012 Cobo Ops Check Register by Mike Carroll.

UNANIMOUSLY APPROVED

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

- a. Doeren Mayhew FY 2011-2012 Audit Status.
- b. IRS Audit and Miller Canfield Proposal.
- c. Bond Draw, January 2013

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

- A. **Resolution to Approve Capital Fund Expenditure for Go Gourmet.** Based upon the recommendation of the CEO/CFO and the Authority having been

fully advised in the premises, J. Okotie-Eboh offered a motion that the Authority resolve to approve the Resolution as presented.

UNANIMOUSLY APPROVED

- B. Resolution to Approve SMG Incentive Fee Formula. 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

- C. Resolution to Approve SMG Incentive Payment. Based upon the recommendation of the CEO/CFO and the Authority having been fully advised in the premises, J. Okotie-Eboh offered a motion that the Authority resolve to approve the Resolution as presented.

UNANIMOUSLY APPROVED

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

- a. SMG Initiatives Update by Bob McClintock
- b. December 2012 Events Re-Cap
- c. NAIAS 2013 Update
- d. Cobo Sales & Marketing Report
- e. Coca-Cola Pouring Rights Agreement
- f. Cobo Operations Financial Report 11/30/12 by S. Schuster
- g. Introduction of new H.R. Director, Scott Balutowicz

Facility General Manager T. Connors presented recommendations for Board action on the following items:

- A. Resolution for Formal Approval of Cobo Marketing Contract with Lovio-George, Inc., Detroit, Michigan. Motion for approval of Resolution as presented by J. Okotie-Eboh.

UNANIMOUSLY APPROVED

- B. Resolution Authorizing the CEO/CFO to Execute the Proposed Beverage Agreement With Coca-Cola Refreshments USA, Inc. as Presented With Revision to Include the City of Detroit as an Additional Insured on Any Applicable Insurance Policies. Motion for approval of Resolution as presented by W. Guillebeaux.

UNANIMOUSLY APPROVED

- VI. REPORT OF CHAIR OF DRCFA SUB-COMMITTEE ON CAPITAL IMPROVEMENTS & UPDATES.** Committee Chair, W. Guillebeaux, presented a summary of the pertinent items addressed in the Sub-Committee Meeting Agenda dated January 7, 2013.

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

- A. Resolution Authorizing the Authority Obtain a Professional Engineering Services Agreement with Soils and Materials Testing Engineers, Inc. to Provide Consulting Engineering Service for the Design of Structural Repairs to the Existing North Truck Dock Ramp Structure. Motion for approval of Resolution as presented by J. Okotie-Eboh.

UNANIMOUSLY APPROVED

- B. Resolution Authorizing the Authority to Execute a Construction Contract with Trend Millwork, Inc. for Millwork. Motion for approval of Resolution as presented by J. Okotie-Eboh.

UNANIMOUSLY APPROVED

- C. Resolution Authorizing the Procurement of 3-Form Feature Walls and CH1 Custom Fixtures as Art Work - Sterling Millwork. Motion was tabled. Sub-Committee referred to Art Committee for consultation and recommendation.

- D. Resolution Authorizing the Authority to Execute a Construction Contract with Madias Brothers, Inc. for Painting & Wallcovering 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 Universal Glass & Metals, Inc. for Interior Glass & Glazing 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 National Door Systems Corporation for Furnishing & Installing Overhead Doors. Motion for approval of Resolution as presented by J. Abdoo.

UNANIMOUSLY APPROVED

- G. Resolution Authorizing the Authority to Execute a Construction Contract with Applied Handling, Inc. for the Provision of Loading Dock Equipment. Motion for approval of Resolution as presented by J. Okotie-Eboh.

UNANIMOUSLY APPROVED

- H. Resolution Authorizing an Amendment to the Authority's Professional Consulting Agreement with Somat Engineering for the Provision of Micro Pile Testing and Inspection for Micro Pile Installation at the South Wing Column Line A. Motion for approval of Resolution as presented by M. Carroll.

UNANIMOUSLY APPROVED

- I. Resolution Authorizing the Authority to Solicit Statements of Qualifications and Proposals (RFQP) from AE Consulting Firms for the Remaining Phase IIIa Infrastructure Project. Motion for approval of Resolution as presented by J. Okotie-Eboh.

UNANIMOUSLY APPROVED

- J. Resolution to Revise the Phase IIIa Capital Projects Framework Plan & Funding Allocations - Revise MDOT Funding Allocations. Motion for approval of Resolution as presented by J. Okotie-Eboh.

UNANIMOUSLY APPROVED

- K. Resolution Authorizing the Authority to Obtain Alternate Structure Concept Design and Engineering for the Washington Blvd. Main Concourse Canopy & Video Wall and Amend the ENCLOS Construction Contract - ENCLOS / Robert Darvis Associates. Motion for approval of Resolution as presented by J. Okotie-Eboh.

UNANIMOUSLY APPROVED

VII. UNFINISHED BUSINESS.

- A. Citizens Advisory Committee will be convened.

VIII. NEW BUSINESS. None.

IX. PUBLIC COMMENT. None.

- X. ADJOURNMENT.** A motion for adjournment of the regular meeting at 11:03 a.m. by J. Okotie-Eboh.

UNANIMOUSLY APPROVED

Respectfully submitted,



Joseph Abdoo, Secretary

Approved: January 31, 2013