

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

**January 16, 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 January 16, 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 8:41 a.m.

**PRESENT:** Director J. Abdo (via conference call), 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, E. Duff, Esq. of Garan Lucow Miller, P.C., M. Powers of DMCVB, and T. Tuskey (arrived at 10:15 am)

Notice was sent to the general public regarding change in meeting location to the DMCVB, 211 West Fort Street, Suite 1000, Detroit, MI 48226.

**II. APPROVAL OF MINUTES.** A motion to approve the Minutes of the regular meeting of the Authority held December 12, 2013 by W. Guillebeaux.

**UNANIMOUSLY APPROVED**

**III.** Per the request of legal counsel, W. Guillebeaux moved to add Closed Session to the Agenda to discuss pending litigation. A motion to add Closed Session to the Agenda presented by J. Okotie-Eboh.

**UNANIMOUSLY APPROVED**

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

- a. November 2013 Cobo Operations Financials
- b. November Monthly Draw Report for Capital Projects and discussion on costs to complete construction projects
- c. Michigan Sales Use Tax Exemption Extension Status
- d. Defeasance/Moody's Rating

- e. Detroit Public Lighting Department Billing Update
- f. Year End Audit Status

**V.** **ART SUB-COMMITTEE CHAIRMAN'S REPORT.** Art Sub-Committee Meeting Agenda of January 8, 2014 presented by J. Okotie-Eboh. The Board thanked Committee Chair J. Okotie-Eboh and the Sub-Committee for their dedication and hard work.

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

- 1. General update regarding Auto Show
- 2. Report on SAE negotiations
- 3. November financial review by S. Schuster
- 4. Recent media coverage
- 5. Update on website and social media activity by M. Klida
- 6. Report on IT upgrades

The Facility General Manager also presented the following items for Board approval:

- A. Motion to Approve the Purchase of Second Fortigate Firewall. Motion for approval of Resolution as presented by W. Guillebeaux.

**UNANIMOUSLY APPROVED**

**VII.** **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 January 13, 2014.

- A. Resolution 2014-01-16-01 to Amend Construction Contract With Midwest Steel, Inc. for Directed Extra Work & General Conditions Claims. Motion for approval of Resolution as presented by J. Okotie-Eboh.

**UNANIMOUSLY APPROVED**

- B. Resolution 2014-01-16-02 to Amend Construction Contract With Motor City Electric Incorporating Authority Directed Unspecified Extra Work. Motion for approval of Resolution as presented by J. Okotie-Eboh.

**UNANIMOUSLY APPROVED**

- C. Resolution 2014-01-16-03 to Amend Construction Contract With ENCLOS Corporation Incorporating the Revised North Entrance Glass Enclosure, Eliminate the Larned Lounge Expansion Enclosure, Reduce the South Wing Skylight & Adjust for 2013 NAIAS Premium Costs. Motion for approval of Resolution as presented by J. Okotie-Eboh.

**UNANIMOUSLY APPROVED**

- D. Resolution 2014-01-16-11 to Amend the Construction Contract With Stafford Smith, Inc. Incorporating the Provision & Expedited Installation of (3) Blast Chiller Condensers and Oil Separators Associated With the Food Court. Motion for approval of Resolution as presented by M. Carroll.

**UNANIMOUSLY APPROVED**

- E. Resolution 2014-01-16-15 to Issue Task Orders to SDG for Construction Document Preparation (CD-1) & Construction Administration Services (CA-1) Associated With Phase IIIb Projects C-3, C-5 & C-10. Motion for approval of Resolution as presented by J. Okotie-Eboh.

**UNANIMOUSLY APPROVED**

- F. Resolution 2014-01-16-16 to Amend Professional Services Agreement With Mannik & Smith Incorporating Additional Services to Revise the TEDF #3 Construction Documents, Revise Atwater Street Landscaping & Streetscape Features and Coordinate Revisions With Cobo Plaza Construction Plans Based on the Reconfiguration of Civic Center Drive, Jefferson Service Drive & Washington Bldg. Motion for approval of Resolution as presented by J. Okotie-Eboh.

**UNANIMOUSLY APPROVED**

- G. Resolution 2014-01-16-17 to Issue Purchase Orders to Main Solution LLC & J MacFarlane for Food Court Furniture. Motion for approval of Resolution as presented by J. Okotie-Eboh.

**UNANIMOUSLY APPROVED**

**VIII.** **UNFINISHED BUSINESS.** None.

**IX.** **NEW BUSINESS.** None.

**X.** **PUBLIC COMMENT.** None.

**XI.** **CLOSED SESSION.** A motion for adjournment to Closed Session to discuss pending litigation at 10:58 a.m. by J. Okotie-Eboh.

**UNANIMOUSLY APPROVED**

A motion by M. Carroll to re-convene the regular meeting of the Board of Directors at 11:28 a.m. by roll call vote.

**UNANIMOUSLY APPROVED**

**XII.** **ADJOURNMENT.** A motion for adjournment of the regular meeting at 11:30 a.m. by M. Carroll.

**UNANIMOUSLY APPROVED**

Respectfully submitted,



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Joseph Abdoo, Secretary

**Approved: February 13, 2014**