

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

July 25, 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 July 25, 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 8:41 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, Esq. 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 20, 2013 by J. Abdoo.

III. **APPROVAL OF MINUTES.** A motion to approve the Minutes of the regular meeting of the Authority held July 16, 2013 by J. Abdoo.

IV. **APPROVAL OF CONSENT AGENDA ITEMS.** A motion to approve the following items on the Consent Agenda by J. Abdoo:

- a. Check Register 1st Quarter Fiscal 2013 DRCFA
- b. Check Register 1st Quarter 2013 Cobo Operations
- c. Check Register 2nd Quarter Fiscal 2013 DRCFA
- d. Check Register 2nd Quarter 2013 Cobo Operations

UNANIMOUSLY APPROVED

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

- a. June 2013 Financial Statements
- b. Parking Operations Summary
- c. Doren Mayhew Audit Kickoff
- d. Update on OCIP Participation

CEO/CFO Patrick Bero presented the following item for Board action based upon the recommendation of Bond Counsel:

- A. Resolution Approving Defeasance of Bonds. Motion by M. Carroll for approval of Resolution as presented.

UNANIMOUSLY APPROVED

VI. REPORT ON ART SUB-COMMITTEE MEETING OF JULY 17, 2013. Presented by J. Okotie-Eboh.

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

- a. Introduction of Parking Manager Eric Hamel
- b. Cobo Response Detroit Bankruptcy Questions
- c. Events Summary
- d. June 2013 Cobo Financials presented by S. Schuster
- e. Sales Activity Update
- f. Operations Report
- g. Client Surveys by volunteer staff

VIII. 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 July 22, 2013.

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

- A. Motion to approve Sub-Committee recommendation for direct payment of \$20,000 to Subcontractor Shmina for Phase IIb work presented by M. Carroll.

UNANIMOUSLY APPROVED

- B. Resolution 2013-7-25-01 Authorizing the Authority to Proceed With the Design & Construction of a Kitchen Staff Toilet Adjacent to the Food Service Area at Level 124. Motion for approval of Resolution as presented by J. Abdoo.

UNANIMOUSLY APPROVED

- C. Resolution 2013-7-25-2 to Amend the Professional Services Agreement with Robert Darvas Associates to Provide an Engineering Analysis of Impact of the New Curtain Wall on the Lateral Stability of the Existing South Wing Structural Frame - Darvas & Associates. Motion for approval of Resolution as presented by J. Okotie-Eboh.

UNANIMOUSLY APPROVED

- D. Resolution 2013-7-25-03 to Amend Construction Contract with Midwest Steel, Inc. to Incorporate the Furnishing and erection of Structural Steel for the South End of the Main Concourse as Specified in Kahn Drawing Issue 32. Motion for approval of Resolution as presented by J. Okotie-Eboh.

UNANIMOUSLY APPROVED

- E. Resolution 2013-07-25-04 to Approve Proposed Comprehensive Budgets and the Allocation of 2003 Bond Funds for Phase IIIa C-12 Projects. Motion for approval of Resolution as presented by J. Abdoo.

UNANIMOUSLY APPROVED

- F. Resolution 2013-07-25-05 Authorizing the Reallocation of the Cost of "Pull Ahead" Project C-12.1 Atwater Street Garage Renovation Work Charged to Project C-1. Motion for approval of Resolution as presented by J. Okotie-Eboh.

UNANIMOUSLY APPROVED

- G. Resolution 2013-07-25-6 to Authorize Authority to Execute a Funding Agreement With the City of Detroit Downtown Development Authority Associated with the MDOT Civic Center Drive Relocation (TEDF #3, 4 & 5) & Congress Streetscape Enhancements (TEA) & Execute a Construction Contract with Z Contractors, Inc. for TEDF #3 Grant Work. Motion for approval of Resolution as presented by J. Abdoo.

UNANIMOUSLY APPROVED

- H. Resolution 2013-07-25-08 to Amend Construction Contracts With Colasanti Specialty Services, Inc. and DeCal, Inc. to Furnish and Install Upgrades to the Terrace Concrete Surface & Storm Drainage. Motion for approval of Resolution as presented by J. Okotie-Eboh.

UNANIMOUSLY APPROVED

- I. Resolution 2013-07-25-10 Authorizing Amendment Extending the Authority's Professional Services Agreement With Jenkins Construction for the Provision of Construction Management Services. Motion for approval of Resolution as presented by J. Okotie-Eboh.

UNANIMOUSLY APPROVED

- IX. EXECUTIVE SESSION.** A motion for adjournment to Executive Session to consider the purchase or lease of real property at 10:57 a.m. by L. Alexander.

UNANIMOUSLY APPROVED

A motion by J. Abdoo to re-convene the regular meeting of the Board of Directors at 11:41 a.m. by roll call vote.

UNANIMOUSLY APPROVED

- X. UNFINISHED BUSINESS.** None.

- XI. NEW BUSINESS.** Regular Meeting of August 22, 2013 cancelled. Next meeting will be held on September 12, 2013 (budget meeting).

- XII. PUBLIC COMMENT.** None.

- XIII. ADJOURNMENT.** A motion for adjournment of the regular meeting at 11:46 a.m. by W. Guillebeaux.

UNANIMOUSLY APPROVED

Respectfully submitted,



Joseph Abdoo, Secretary

Approved: August 8, 2013