

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

August 30, 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 August 30, 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 8:39 a.m.

PRESENT: Director L. Alexander, Director J. Abdo, Director M. Carroll, Director W. Guillebeaux, and Director J. Okotie-Eboh

ABSENT: None.

ALSO PRESENT: T. Connors of SMG, G. Brown, 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 August 2, 2012 by W. Guillebeaux.

UNANIMOUSLY APPROVED

III. CEO/CFO REPORT. No report.

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

- Monthly Parking Sales
- Sales Promotion Holiday Bookings
- University of Munich Student Visit by Cedric Turnbore
- Cobo Vendor, Freeman AV introduced the new AV Manager at Cobo, Mr. Adam Gonyeau. Mr. Gonyeau was welcomed by the Board.

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

A. Resolution Approving Michigan Hall IT Upgrades. Motion for approval of Resolution as revised to reflect that the estimated cost of \$75,000 to

accomplish the improvements will be included as a construction cost using funds allocated to Phase IIIB Project C5-Michigan Hall by J. Abdo.

UNANIMOUSLY APPROVED

- B. Resolution Approving Development of Cobo Smart-Phone/Tablet Wayfinding App. Motion for approval of Resolution as presented by J. Okotie-Eboh.

UNANIMOUSLY APPROVED

- V. **REPORT OF CHAIR OF DRCFA SUB-COMMITTEE ON EXPANSION & CAPITAL IMPROVEMENTS.** Committee Chair, W. Guillebeaux, presented a summary of the pertinent items addressed in the Owner's Representative Report dated August 23, 2012.

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

- A. Resolution Authorizing the Authority to Execute a Design/Build Construction Contract with Orion Waterproofing for Structural Concrete Repairs to the Bridge Spanning Between Helix Ramp and Roof Parking Lot. Motion for approval of Resolution by J. Okotie-Eboh.

UNANIMOUSLY APPROVED

- B. Resolution Authorizing the Authority to Proceed with Improvements to the Access Security & Controls at the Helix Ramp & Roof Parking Lot Entrance. Motion for approval of Resolution as presented by J. Abdo.

UNANIMOUSLY APPROVED

- C. Resolution Authorizing the Authority to Proceed with Utility Removals & Non- Structural Demolition in the Arena / Atwater Street Garage. Motion for approval of Resolution as presented by J. Abdo.

UNANIMOUSLY APPROVED

- D. Resolution Authorizing the Authority to Proceed with the Purchase of a 125 HP-1500 GPM Diesel Fire Pump & Controller (Furnished Only) & Pre-Installation Demolition & ACM Remediation-Peerless Pump. Motion for approval of Resolution as presented by J. Abdo.

UNANIMOUSLY APPROVED

- E. Resolution Authorizing the Authority to Proceed with the Purchase and Installation of Eight (8) Motor Control Centers & Feeders. Motion for approval of Resolution as presented by J. Abdoo.

UNANIMOUSLY APPROVED

- F. Resolution Authorizing the Authority to Proceed with the Installation of Substation Room Pressurization and Testing & Cleaning of Substations. Motion for approval of Resolution as presented by J. Okotie-Eboh.

UNANIMOUSLY APPROVED

- G. Resolution Authorizing the Authority to Purchase China, Tableware & Accessory Carts - Volumn Services, Inc. Motion for approval of Resolution with clarification that purchase will be made from DRCFA Operations Funds by J. Okotie-Eboh.

UNANIMOUSLY APPROVED

- H. Resolution Authorizing the Authority to Purchase Owner Furnished - Specialty Lighting Fixtures - Alger-Triton, LLC. Motion for approval of Resolution as presented by J. Okotie-Eboh.

UNANIMOUSLY APPROVED

- I. Resolution Authorizing the Authority to Execute a Construction Contract with DennCo Construction for Miscellaneous Carpentry & General Trade Work. Motion for approval of Resolution as presented by J. Okotie-Eboh.

UNANIMOUSLY APPROVED

- J. Resolution Authorizing the Authority to Contract with Hardman Construction, Inc. for Micro Pile and Pile Cap Work on Column A Line - West Wall of the Atrium. Motion for approval of Resolution as presented by J. Okotie-Eboh.

UNANIMOUSLY APPROVED

- K. Civic Center Drive Plaza/Pedestrian Bridge. The Board held discussion and approved commitment to enter into a mutually acceptable agreement with the City of Detroit transferring ownership and control of the plaza/pedestrian bridge spanning the Civic Center Drive right of way to the DRCFA for the term of the Cobo Lease between the City and DRCFA.

- VI.** **UNFINISHED BUSINESS.** Maureen Powers held discussion regarding schedule for upcoming meetings. A public hearing on the budget will be held at the September 27, 2012 Board Meeting. The Sub-Committee on Expansion & Capital Improvements has adjourned the September 10, 2012 Sub-Committee Meeting to September 12, 2012 at the same time. Public notice will be posted.
- VII.** **NEW BUSINESS.** Secretary Abdo adjourned Authority Officer Election Recommendations to the next meeting of the Board of Directors.
- VIII.** **PUBLIC COMMENT.** None.
- IX.** **ADJOURNMENT.** A motion for adjournment of the regular meeting at 10.00 a.m. by J. Okotie-Eboh.

UNANIMOUSLY APPROVED

Respectfully submitted,



Joseph Abdo, Secretary

Approved: September 13, 2012

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