

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

September 12, 2013

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 12, 2013 pursuant to the requirements set forth in the Regional Convention Facility Authority Act at MCL 141.1351, et seq.

PUBLIC HEARING ON DRCFA FY 2013-2014 BUDGET.

- I. ROLL CALL.** The Public Hearing was called to order by Chairman L. Alexander at 8:30 a.m.
- PRESENT:** Director J. Abdoo, Director L. Alexander, Director M. Carroll, Director W. Guillebeaux, and Director J. Okotie-Eboh
- ABSENT:** None.
- ALSO PRESENT:** T. Connors of SMG, T. Tuskey, G. Brown, E. Duff, Esq. of Garan Lucow Miller, P.C., and M. Powers of DMCVB
- II. PRESENTATION OF FY 2012-2013 BUDGET BY CEO/CFO PATRICK BERO.**
- III. PUBLIC COMMENT.** None.
- IV. ADJOURNMENT.** A motion for adjournment of the Public Hearing at 8:45 a.m. by J. Okotie-Eboh.

UNANIMOUSLY APPROVED

BUSINESS MEETING OF THE DETROIT REGIONAL CONVENTION FACILITY AUTHORITY.

- I. ROLL CALL.** The regular meeting was called to order by Chairman L. Alexander at 8:46 a.m.
- PRESENT:** Director J. Abdoo, Director L. Alexander, Director M. Carroll, Director W. Guillebeaux, and Director J. Okotie-Eboh
- ABSENT:** None.
- ALSO PRESENT:** T. Connors of SMG, T. Tuskey, G. Brown, 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 September 5, 2013 by J. Okotie-Eboh.

UNANIMOUSLY APPROVED

- III. CEO/CFO REPORT.** CEO/CFO Patrick Bero presented his report to the Board which included recommendation for Board action on the following items:

- A. Resolution Approving Fiscal Year 2013-2014 Budget. Motion for approval of Resolution as presented by M. Carroll.

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- B. Motion to Accept Proposal for Renewal of Casualty Insurance Coverages as presented by CEO/CFO by M. Carroll.

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- C. Resolution to Authorize 3-Year Extension of SMG Contract. Motion for approval of Resolution as presented by M. Carroll.

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- IV. 2013-2014 BALANCED SCORECARD MEASURES.** Presented by B. Davenport.

- a. Authority FY 2014 Goals and Objectives.
- b. Cobo Operations FY 2014 Goals and Objectives.
- c. Capital Projects Balanced Scorecard FY 2014.

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

- A. Update on 9/11/13 power outage at Cobo Center.
- B. Recap and Images - Press Debut Event 9/7/13.
- C. Ballroom Booking Update.
- D. Cobo Operations Business Plan FY 2014 - draft presented to Board for review.
- E. Resolution to Approve Purchase of Billing Software for Cobo Parking Operations. Motion to approve Resolution as presented by J. Abdoo.

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- F. Motion for Approval of Modification to Crain's House Party Rental Agreement as presented by General Manager by J. Okotie Eboh.

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- G. Detroit Kennel Club Event discussion.

VI. 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 Projects Status Owners Representative Report dated September 9, 2013, including the following discussion items:

- a. MIOSHA site visit - "exceptional" was comment upon their review.
- b. Discussion of re-design of Civic Center turnaround and proceeding with revisions to TEDF Projects #4 and 5.
- c. Chairman Alexander request for Sub-Committee to analyze possibility of installing a turntable at Rotunda entrance to Wayne Hall.
- d. Adamo litigation - discussion by M. Carroll on behalf of Sub-Committee.
- e. Pontiac Ceiling - discussion by G. Brown on behalf of Sub-Committee.

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

- A. Resolution 2013-09-12-01 to Amend Construction Contracts with DennCo, Trend Millwork and Madias Brothers to Incorporate VE Detail & Kahn Drawing Issue Scope Revisions. Motion for approval of Resolution as presented by J. Okotie-Eboh.

UNANIMOUSLY APPROVED

- B. Resolution 2013-09-12-02 to Secure Window & Building Clean Services Prior to Commissioning & Turnover - ABM & National Window Cleaning & Maintenance. Motion for approval of Resolution as presented by M. Carroll.

UNANIMOUSLY APPROVED

- C. Resolution 2013-09-12-03 Authorizing the Reallocation of the Authority Approved Allowance & to Amend Construction Contract with Colasanti Speciality Services Incorporating Added Scope Changes in Kahn Drawing Issues 45, 46, 48, 49, 51, and 54. Motion for approval of Resolution as presented by J. Okotie-Eboh.

UNANIMOUSLY APPROVED

- D. Resolution 2013-09-12-04 to Amend Construction Contract with Johnson Controls, Inc. Incorporating Interim Fire Alarm, Voice-Data, Wireless & Remove BMS Connections Between the Existing Control Room & Renovation Arena & Atrium. Motion for approval of Resolution as presented by M. Carroll.

UNANIMOUSLY APPROVED

- E. Resolution 2013-09-12-05 to Amend Construction Contract with Royal Roofing Company, Inc. to Incorporate Added Work Scope & Schedule Acceleration. Motion for approval of Resolution as presented by J. Okotie-Eboh.

UNANIMOUSLY APPROVED

- F. Resolution 2013-09-12-06 to Amend Professional Services Agreement With Turner-Toolles Joint Venture to Revise the Scope of Services Associated with the Provision of Phase IIIb Construction Management Advisory Services. Motion for approval of Resolution as presented by J. Okotie-Eboh.

UNANIMOUSLY APPROVED

- G. Resolution 2013-09-12-07 to Negotiate & Execute a Construction Contract With Johnson Controls, Inc. for the Low Voltage BMS Controls, Fire Alarms, CCTV & Access Controls and WIFI (WLAN). Motion for approval of Resolution as presented by M. Carroll.

UNANIMOUSLY APPROVED

- H. Resolution 2013-09-12-09 to Execute a Professional Services Agreement With Somat Engineering for Geotechnical Investigation & Testing Services Associated with the Project C-12 Renovation of the Atwater Street Garage. Motion for approval of Resolution as presented by J. Okotie-Eboh.

UNANIMOUSLY APPROVED

VII. UNFINISHED BUSINESS. None.

VIII. NEW BUSINESS.

- A. Election of DRCFA Officers 2013-2014. A motion by J. Abdo for approval of the proposed slate:

Chairman - Larry Alexander
Vice Chairman - J. Okotie-Eboh
Secretary - J. Abdo
Treasurer - M. Carroll
Project Director - W. Guillebeaux

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- B. Hart Plaza Renovation Update presented by W. Tamminga, DEGC.
- C. Cobo Debut to State and Local Legislatures/Stakeholders October 7, 2013 by L. Alexander.

IX. **PUBLIC COMMENT.** None.

X. **ADJOURNMENT.** A motion for adjournment of the regular meeting at 11:14 a.m. by J. Okotie-Eboh.

UNANIMOUSLY APPROVED

Respectfully submitted,



Joseph Abdo, Secretary

Approved: October 3, 2013