

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

November 10, 2011

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 November 10, 2011 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 8:35 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, T. Tuskey, 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 public hearing and regular meeting of the Authority held October 20, 2011 by W. Guillebeaux.

UNANIMOUSLY APPROVED

- III.** **APPROVAL OF CONSENT AGENDA.**
1. DRCFA check register: Fourth quarter expenditures of the DRCFA Administration and Construction Projects.
 2. DRCFA check register: Fourth quarter expenditures of SMG/Cobo Operations.

A motion to approve items 1 and 2 from the Consent Agenda 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:

- DRCFA financials year-end
- Cobo financing update
- Construction insurance program update (OCIP)
- Art appraisal status
- Year-end financial audit

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

- Cobo Operations Report
- Events update
- SMG year-end financial report by Sharon Schuster
- Sales update
- Discussion regarding construction mascot by Joe Ruffolo

VI. **REPORT OF CHAIR OF DRCFA SUB-COMMITTEE ON EXPANSION & IMPROVEMENTS.** Committee Chair, W. Guillebeaux, presented a summary of the pertinent items addressed in the Project Status Owner's Representative Report dated November 4, 2011.

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

A. Resolution Authorizing the Authority to Proceed With Removal and Replacement of Additional Deteriorated Expansion Joints & Floor Slab Surfaces in the Exhibit Floor Areas. Motion for approval of Resolution as presented by J. Abdo.

UNANIMOUSLY APPROVED

B. Resolution Authorizing the Authority to Proceed With the Construction of a Connecting Bridge Between JLA and Cobo at Level 124. Motion for approval of Resolution as presented by J. Okotie-Eboh.

UNANIMOUSLY APPROVED

C. Resolution Authorizing the Authority to Proceed With Stage 2 Upgrade Replacement of Soft-Starters and Motors in RTU-105, 111, 112, 113, & 115-118. Motion for approval of Resolution as presented by J. Abdo.

UNANIMOUSLY APPROVED

D. Resolution Authorizing the Authority to Purchase and Install Inverters and Emergency Lighting in Lieu of Emergency Backup Power Generators. Motion for approval of Resolution as presented by M. Carroll.

UNANIMOUSLY APPROVED

E. Resolution Authorizing a Change Order to the Authority's Contracts With Detroit Automatic Sprinkler and POCO Associated With Scope Changes. Motion for approval of Resolution as presented by J. Okotie-Eboh.

UNANIMOUSLY APPROVED

- F. Resolution Authorizing the Authority to Revise the Authority's Contracts with PSI, Inc. and Royal Roofing Associated With Replacing the Roof Over the West Loading Dock. Motion for approval of Resolution as presented by M. Carroll.

UNANIMOUSLY APPROVED

- G. Resolution Board Authorization for the Authority's Purchase and Installation of Additional LED and Induction Light Fixtures Phase lib-3 Project W-1 Added Parking Under Detroit Hall. Motion for approval of Resolution as presented by J. Okotie-Eboh.

UNANIMOUSLY APPROVED

- H. Resolution Authorizing the Authority to Procure the Installation of Spray on Fire Resistant Material. Motion for approval of Resolution as presented by J. Abdoo.

UNANIMOUSLY APPROVED

- I. Resolution Authorizing the Authority to Amend the Albert Kahn/SDG Professional Services Agreement to Increase the Budget for Task A-6 Grant Opportunities. Motion for approval of Resolution as presented by J. Okotie-Eboh.

UNANIMOUSLY APPROVED

- J. Agenda item removed.

- K. Resolution Board Authorization to Amend the Authority's Professional Services Agreement With Albert Kahn Associates and SDG Group LLC to Incorporate the Full Scope of Phase IIIb Architectural-Engineering Services. Motion for approval of Resolution as presented by J. Okotie-Eboh.

UNANIMOUSLY APPROVED

- L. Resolution Board Authorization for the Authority to Execute a Professional Services Agreement with Acoustics by Design, Inc. for Specialty Audio Visual Consulting Services for Phase IIIb Major Renovation Projects. Motion for approval of Resolution as presented by J. Okotie-Eboh.

UNANIMOUSLY APPROVED

- M. Resolution Authorizing the Authority to Execute a Construction Contract Aranae, Inc. to Relocate the Veterans' Memorial Wall. Motion for approval of Resolution as presented by M. Carroll.

UNANIMOUSLY APPROVED

- N. Resolution Authorizing the Authority to Amend its Contract With Traffic & Safety Control Systems, Inc. Motion for approval of Resolution as presented by J. Okotie-Eboh.

UNANIMOUSLY APPROVED

- O. Resolution Authorizing the Authority to Issue a Contract to Industrial Fence, Inc. for Temporary Fencing East of Cobo Arena - Bid Package 10. Motion for approval of Resolution as presented by M. Carroll.

UNANIMOUSLY APPROVED

- P. Resolution Authorizing the Authority to Execute a Construction Contract With Enclos Corporation for the Provision of Bid Package 02 - Glazed Speciality Structure. Motion for approval of Resolution as presented by M. Carroll.

UNANIMOUSLY APPROVED

- Q. Agenda item removed.

VII. BALANCED SCORECARD REPORTS. Becky Davenport presented the Balanced Scorecard Reports, including the FY2011 End of Year Results for Cobo Operations, Capital Projects, and the Authority. Ms. Davenport also presented an outline of the FY2012 Metrics/Measurables.

VIII. UNFINISHED BUSINESS. None.

IX. NEW BUSINESS. None.

X. PUBLIC COMMENT. The Board heard public comment from Keith Hines of D2 Productions regarding Simon's Pizza.

XI. ADJOURNMENT. A motion for adjournment of the regular meeting at 11:13 a.m. by J. Okotie-Eboh.

UNANIMOUSLY APPROVED

Respectfully submitted,



Joseph Abdoo, Secretary

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Approved: December 15, 2011