

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

April 11, 2011

A Regular Meeting of the Board of Directors of the Detroit Regional Convention Facility Authority (the "Authority"), was held at 3:00 p.m. on April 11, 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 3:00 p.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 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 March 17, 2011 by J. Abdoo.

UNANIMOUSLY APPROVED.

III. **CEO/CFO REPORT.** CEO/CFO Patrick Bero presented his report to the Board which included an update on the following:

- February 28, 2011 Financial Reports;
 1. DRCFA Consolidated Statements of Income.
 2. DRCFA Consolidated Balance Sheet.
 3. DRCFA Administration Statement of Income.
 5. Capital Improvement Use of Funds Summary.
 6. Capital Improvement Program Monthly Draw Report.
- DRCFA First Quarter Check Register/Expenses 1/1/11 through 3/31/11.
- Cobo Public Art Evaluation presented by Marie Devine.
- Update regarding Outstanding Receivables with Olympia Entertainment, Inc.
- Update on PLD Chilled Water Negotiations.

A. **Appointment of DRCFA FOIA Administrator.**

Based upon the recommendation of CEO/CFO Patrick Bero, and the Authority having been fully advised in the premises, J. Okotie-Eboh offered a motion that the Authority approve the appointment of Dawn Young as DRCFA FOIA Coordinator.

UNANIMOUSLY APPROVED.

B. Appointment of DRCFA Representative for Michigan Liquor Control Commission Matters.

J. Abdoo offered a motion to approve the Authorization Resolution as presented authorizing CEO/CFO Patrick Bero and Treasurer Michael W. Carroll to execute any and all documents required by the Michigan Liquor Control Commission on behalf of the DRCFA.

UNANIMOUSLY APPROVED.

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

- February Financial Summary presented with Director of Finance, Sharon Schuster.
- Sales and Marketing highlights presented with Director of Sales, Tom Albrecht.

A. Mickey Schaefer & Associates Contract Extension.

Based upon the request and recommendation of Facility General Manager, Thom Connors, and the Authority having been fully advised in the premises, J. Abdoo offered a motion that the Authority approve to extend the current agreement with Mickey Schaefer & Associates for development and facilitation of the Customer Advisory Board (CAB) for one year.

UNANIMOUSLY APPROVED.

V. REPORT OF CHAIR OF DRCFA SUB-COMMITTEE ON EXPANSION & IMPROVEMENTS. Committee Chair, W. Guillebeaux, presented a summary of the pertinent items addressed in the Projects Status Owners Representative Report dated April 7, 2011.

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

- A. Resolution Authorizing Various Amendments to Authority Agreements with KONE, Johnson Controls, AKA-SDG, and Jenkins Construction.** Motion for approval of Resolution as presented by M. Carroll.

UNANIMOUSLY APPROVED.

VI. 2003 COBO BOND SETTLEMENT DISCUSSION. DRCFA Bond Counsel, Jeffrey Aronoff, presented an update on tentative settlement with the City of Detroit relative to the 2003 Cobo Bonds.

- A. **Resolution Approving First Amendment to Services Agreement.**
Based upon the recommendation of Bond counsel, and the Authority having been fully advised in the premises, J. Abdoo offered a motion to approve the Resolution Approving First Amendment to Services Agreement as presented.

UNANIMOUSLY APPROVED.

VII. UNFINISHED BUSINESS. None.

VIII. NEW BUSINESS. Discussion was held regarding adjustments to the meeting schedules for the Authority Board and Sub-Committee on Expansion & Improvements. The Sub-Committee meetings will be held at 8:00 a.m. on the Mondays preceding the Thursday regular meeting of the Board of Directors. The Sub-Committee Meetings will be held in the Chairman's Suite. The next Sub-Committee Meeting will take place on Monday, April 25, 2011 at 8:00 a.m. The time of the regular meeting of the Board of Directors was changed from 9:00 a.m. to 8:30 a.m. for all general meetings.

IX. PUBLIC COMMENT. None.

X. ADJOURNMENT. A motion for adjournment of the regular meeting at 4:58 p.m. by W. Guillebeaux.

UNANIMOUSLY APPROVED.

Respectfully submitted,



Joseph Abdoo, Secretary

Approved: April 28, 2011

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

April 28, 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 April 28, 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 8:45 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 regular meeting of the Authority held April 11, 2011 by J. Abdo.

UNANIMOUSLY APPROVED.

III. CEO/CFO REPORT. CEO/CFO Patrick Bero presented his report to the Board which included an update on the following:

- March 2011 Financial Reports;
 1. DRCFA Consolidated Statements of Income.
 2. DRCFA Consolidated Balance Sheet.
 3. DRCFA Administration Rolling Forecast.
 4. DRCFA Administration Statement of Income.
 5. Cobo Facility Statement of Income.
 6. Capital Improvement Program Use of Funds Summary.
 7. Capital Improvement Program Monthly Draw Report.
- Update of construction accounting project management software evaluation.
- Update of vendor contracts not assumed by the Authority.
- Update of meetings with City Executive for Public Works.
- Overview of discussions with insurance brokers concerning construction insurance and property & liability insurance (including arts related discussion).
- Overview of discussions with financial institutions regarding long-term financing for Phase III.

- IV.** **REPORT OF FACILITY GENERAL MANAGER.** Facility General Manager, Thom Connors of SMG presented his report to the Board which included the following:
- SMG Cobo Operations March Financial Presentation.
 - Event Activity Update.
 - Sales Update by Director of Sales, Tom Albrecht.
 - Operations Overview by Claude Molinari.
 - Centerplate Mid-Year Report by Jason Hougard and Chef Jamie.

- V.** **REPORT OF CHAIR OF DRCFA SUB-COMMITTEE ON EXPANSION & IMPROVEMENTS.** Committee Chair, W. Guillebeaux, presented a summary of the pertinent items addressed in the Projects Status Owners Representative Report dated April 23, 2011.

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

- A. Resolution Authorizing the Award of a Subcontract by Walbridge/Barton Malow/White, LLC to Vertex Steel for the Fabrication and Installation of Reinforcing Steel & Miscellaneous Iron Associated with the Phase IIb-WH-1 Wayne Hall Expansion Project. Motion for approval of Resolution as presented by J. Okotie-Eboh.

UNANIMOUSLY APPROVED.

- B. Resolution Authorizing the Sixth Amendment to the Agreement Between the Authority and Albert Kahn Associates - SDG Associates to Incorporate Architectural Engineering Services for Finalizing Phase III Conceptual Design and Preparation of Schematic Design, Design Development & Construction Plans / Specification for the Adaptive Reuse Renovation of Cobo Arena & the South Concourse. Motion for approval of Resolution as presented by M. Carroll.

UNANIMOUSLY APPROVED.

- VI.** **UNFINISHED BUSINESS.** Chairman Alexander provided an update on the discussions with City of Detroit representatives regarding outstanding pension obligations.

- VII.** **NEW BUSINESS.** None.

- VIII.** **PUBLIC COMMENT.** Larry Rask representing the Green Panel of Brighton, Michigan addressed the Board regarding the consideration of renewable energy systems at the Cobo facility.

IX. **ADJOURNMENT.** A motion for adjournment of the regular meeting at 10:59 a.m. by W. Guillebeaux.

UNANIMOUSLY APPROVED.

Respectfully submitted,



Joseph Abdoo, Secretary

Approved: May 12, 2011

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