

VIGO COUNTY CAPITAL IMPROVEMENT FINANCE COMMITTEE MEETING
MINUTES OF MAY 28, 2025

Location:
Convention Center Board Room
Terre Haute, Indiana

The Finance Committee of the Capital Improvement Board met May 28, 2025 at 8:30am.

Present: Bradon Sakbun – Member, Jon Marvel – Member. Tony Brewer – Member.
Others present were Martell Lewis, and Tennille Wanner.

The minutes from the March 28, 2025 CIB Finance Committee meeting were submitted for approval. Jon Marvel made a motion to approve the March 28, 2025 minutes as presented. Tony Brewer seconded the motion. With a 3-0 vocal vote, the motion passed.

The following invoices were submitted for approval:

RJL Solutions	\$5,000
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Tony Brewer made a motion to approve the invoice from RJL Solutions. Jon Marvel seconded the motion. The motion passed upon a 3-0 vocal vote.

Lind & Felling	\$10.64
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Jon Marvel made a motion to approve the invoice from Lind & Felling. Tony Brewer seconded the motion. The motion passed upon a 3-0 vocal vote.

CenterPoint Energy	\$98.53
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Sycamore Engineering	\$336.00
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Lind & Felling	\$835.50
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Baker Tilley	\$2021.25
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Duke Energy	\$1394.74
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City of Terre Haute Sewage	\$28.21
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Brandon Sakbun said the committee would approve these May invoices as a group. Jon Marvel made a motion to approve the above invoices. Tony Brewer seconded the motion. The motion passed upon a 3-0 vocal vote.

Terre Haute Convention Center

\$246,852.01

Brandon Sakbun said this would transfer this amount to the CIB. He said this was a very good month. Jon Marvel made a motion to approve the invoice. Tony Brewer seconded the motion. With a 3-0 vocal vote the motion passed.

Sycamore Engineering

\$1947.83

Tenille Wanner said a temperatures system was installed for the walk-in freezer so they could get alerts if the temperature drop below a certain level. There was discussion about the convention center paying Sycamore Engineering claims in the future. Jon Marvel made a motion to approve the invoice. Tony Brewer seconded the motion. The motion passed with a 3-0 vocal vote.

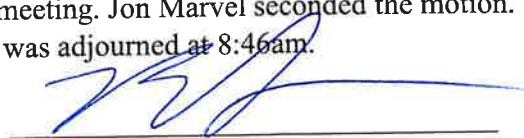
There was discussion about the OVG incentive fees. Brandon Sakbun explained there was a qualitative incentive fee and a financial incentive fee. Brandon Sakbun said there was a huge increase in hotel rooms. He said he had reviewed Terre Haute Convention Center operations to four other similar sized convention centers with similar variables surrounding them. Brandon said Terre Haute led the pack in revenue per square foot. Brandon said he would like the Committee's support in making sure OVG gets paid the annual incentive fee. Jon Marvel made a motion to recommend approval of the qualitative incentive fee to the Capital Improvement Board. Jon Marvel seconded the motion. Upon a 3-0 vocal vote the motion passed.

Jon Marvel then made a motion to recommend paying the financial incentive fee to OVG. Tony Brewer seconded the motion. With a 3-0 vocal vote the motion passed.

Kyle Carlson with Baker Tilley gave a brief update on illustrative cash flows for April. He said the end cash balances at the end of April were just over \$4 million. He said Food & Beverage tax collections were \$299,000 for May which was up from last year. Kyle said total Food & Beverage tax collections for May were up total 4% from last year. There was brief discussion on the "miscellaneous" line item and the creation of a \$10,000 line item next year for expense items not large enough for the capital expense style line. Brandon said he would like to further define "miscellaneous expense."

Tony Brewer made a motion to adjourn the meeting. Jon Marvel seconded the motion. The motion passed with a 3-0 vote. The meeting was adjourned at 8:46am.

Brandon Sakbun



Jon Marvel



Tony Brewer

