

**THE RHODE ISLAND CONVENTION CENTER AUTHORITY
BOARD OF COMMISSIONERS
OPERATIONS AND FACILITIES COMMITTEE MEETING**

July 27, 2004

A meeting of the Operations and Facilities Committee of the Rhode Island Convention Center Authority Board of Commissioners was held on June 27, 2004 at the rise of the Finance Committee, pursuant to notice at the Rhode Island Convention Center Boardroom, One Sabin Street, Providence, Rhode Island.

Board members present were Committee Chairman Jerry Massa, Commissioners, Joseph Judge, Paul MacDonald, Dale Venturini and David A. Duffy.

Also in attendance, Jim McCarvill and Theodore Przybyla RICCA; Mark Anderson, Westin Providence; Tim Muldoon, Debbie Tuton and Doreen Bolster, SMG/RICC and Bruce Leach, Legal Counsel.

Chairman Massa called the meeting to order at 3:25 PM. The committee was advised the next committee meeting would be on August 24, 2004 at the rise of the Finance Committee.

Chairman Massa recognized Mr. Anderson, General Manager of the Westin, and asked him to brief the committee on on-going projects. Mr. Anderson noted the escalator project is progressing and he continues to feel confident that the project will be completed on

schedule. He further noted the Citi View renovations continue to be on schedule with orders having been placed and work commencing in September. Mr. Anderson advised the committee that final Starwood approval had been received for the Suites renovations and it is expected that the work will commence in late November.

Chairman Massa thanked Mr. Anderson for his presentation and noted, in light of his announced departure, the committee's appreciation for his work in making the hotel the success that it is. Mr. Anderson thanked the committee for their continued support and assured them he would do everything possible to identify a candidate for the General Manager's position to ensure the continued success of the building.

Chairman Massa recognized Tim Muldoon, General Manager of the Convention Center, and asked him to update the committee on the progress of on-going projects. Mr. Muldoon advised the committee that the garage rehabilitation project is progressing on schedule. The South Garage should be completed by August 15. Chairman Duffy encouraged Mr. Muldoon to continue to monitor the impact the construction is having on the garage operations and to be prepared to respond accordingly if unexpected demand is encountered. Mr. Muldoon assured the committee that he, in concert with the garage manager, is monitoring the impact on patrons and they are prepared to take action whenever necessary.

Mr. Muldoon advised the committee of his concerns regarding the Ballroom renovations and the ability to complete the job on schedule. He indicated the carpeting order is delayed and that the Construction Manager is attempting to expedite its delivery. The completion of the Ballroom is dependent on the carpeting being delivered on schedule and all efforts are being made to expedite the delivery. He indicated he would be keeping the Authority advised of progress in this matter.

Chairman Massa recognized Mr. Przybyla and asked him to brief the committee on the Renewal and Replacement Fund. A report of past expenditures from the Renewal & Replacement Fund was distributed and reviewed. The committee was briefed on the past expenditures and funding levels. Mr. Przybyla noted that the buildings are approaching the point where significant renewal and replacement expenditures are anticipated for major systems. These expenditures are still several years in the future, but he indicated it was essential for the Authority to begin accumulating dollars in the Renewal & Replacement Reserve in anticipation of these future expenditures. Commissioner Judge asked, how far in the future are the projected renewal and replacement requirements in the Capital Budgets. Mr. Przybyla advised that a rolling five year forecast is maintained by our operators, and the Authority has documentation noting the future requirements of major systems based on warranty terms and the expected useful life of components varying from ten to twenty years.

Noting no further items on the agenda, Chairman Massa sought a

motion to adjourn.

Upon a motion duly made by Mr. Judge and seconded by Mr. Duffy, it was unanimously

VOTED: To adjourn at 4:00 p.m.