

MONTGOMERY COUNTY CONVENTION FACILITIES AUTHORITY
BOARD OF DIRECTORS

Regular Meeting

April 7, 2022

Dayton Convention Center – In Person Room 205 and via Electronic Means - 4:00 PM

To Join Via Zoom:

<https://us02web.zoom.us/j/82216203051?pwd=dHFocWdrRTRFMnNZT3drckNzb2QrUT09>

AGENDA

- I. Roll Call
- II. Approval of minutes of the March 3, 2022, Regular Meeting Action
- III. Reports and Communications
 - A. Special Selection Committee
 - i. Messer Construction Agreement/Contract Action
 - B. Finance Committee
 - i. Revised Garland DBS DCC Exterior "Add On"
Recommended Work w/John Fabelo, LWC Action
 - C. Executive Committee
 - i. Proposed Date for MCCFA Board Retreat/Education
Saturday, June 11th - 8am - 1pm Information
 - D. Fiscal Officer Report, Sean Fraunfelter, Fiscal Officer
 - i. February 2022 Financial Report Action
 - E. Executive Director Report, Pam Plageman, MCCFA Executive Director
 - i. DCC Events/Updates with Kelli Donahoe, DCC General Manager
 - ii. Updates on Hotel/Motel Tax Collections – 2022
- IV. Executive Session – If needed, to consider the purchase of certain real and personal property for public purposes, pursuant to the authority set out at Ohio Revised Code Sections 121.22(G)(2). Upon conclusion of the executive session, the Board will reconvene its meeting of the Board of Directors.
- V. Other Business
- VI. Next Meeting Date: May 5, 2022, 4:00 PM
- VII. Adjournment Action

**MONTGOMERY COUNTY CONVENTION FACILITIES
AUTHORITY**

BOARD OF DIRECTORS

Regular Meeting Minutes

March 3, 2022, 4:00 P.M.

Dayton Convention Center, Board Room 205

BOARD OF DIRECTORS

PRESENT: Walter Reynolds, Chair; Mike Stevens, Vice Chair; Belinda Kenley, Secretary, Amy Schrimpf, Paul Gruner, LaShea Lofton, Jacquelyn Powell, Tom Whelley, and Kevin Weckesser.
Excused: Michael Roediger and Jeff Gore

GUESTS:

Pam Plageman, Executive Director
Sean Fraunfelter, Fiscal Officer
Russell Kline, Special Projects Manager
Shannon Martin, Bricker & Eckler
Vicki Giambrone, CBD Advisors
Kelli Donahoe, ASM Global

I. Roll Call

Chairman Reynolds called the meeting to order at 4:02 P.M. and Ms. Giambrone called the roll.

II. Approval of the minutes of the February 3, 2022, Regular Meeting Minutes

Chairman Reynolds asked the members of the Board if they had any edits to the February meeting minutes. Hearing none, he called for a motion.

MOTION: It was then moved by Ms. Powell and seconded by Mr. Stevens and unanimously voted "to approve the February 3, 2022, meeting minutes as presented."
Abstain Ms. Kenley

III. Reports and Communications

A. Special Selection Committee

i. CMAR Partner Recommendation

Ms. Kenley updated the Board on the work the Special Selection Committee and the processes undertaken to evaluate the RFQs and RFPs.

Mr. Gruner shared the scoring totals and results as decided by the committee

Ms. Plageman then covered the side-by-side price comparison

Ms. Kenley shared specifics on what led to the Committee's recommendation to the Board.

She stated the recommended firm was highly ranked in all areas including alternative construction plans, team building activities with the client, pre-planned considerations for

public access, local subcontractor relationships, DBE inclusion, and the firm has extensive experience in convention center renovations, and the ability to self-perform work if needed.

Mr. Whelley asked what scope of the work were the firms asked to submit proposals on?

Ms. Plageman replied it was based on the approved Master Plan.

Mr. Stevens asked how the schedule was considered during selection?

Ms. Plageman answered it was based on facility operations and the event schedule.

Ms. Kenley added that Messer took the time to think through the schedule and phasing to mitigate as many conflicts as possible.

Mr. Whelley asked when construction is proposed to start?

Ms. Plageman replied Q4 of 2022.

Ms. Powell asked if 3% is the proper amount for contingency.

Ms. Plageman answered that it will be part of the contract negotiations however, 3% was within the range of what other firms proposed.

Mr. Stevens asked if the committee is confident in Messer's ability to work while DCC is open?

Ms. Plageman stated that Messer showed a lot of thought around working in a fully operational facility in the proposal. Mr. Kline added that during the Airport renovation, Messer was very successful in completing the project while the facility was operational.

MOTION: It was then moved by Mr. Gruner and seconded by Mr. Whelley and unanimously voted "to move into negotiations with Messer as the CMAR."

B. Finance Committee Report

i. January 2022 Financial Report

Mr. Fraunfelter shared that the construction funds are almost fully invested with RedTree at 40 basis points. The MCCFA collected tax revenues of about \$179,000 for January and about \$150,000 for February. He highlighted \$73,000 Food and Beverage and rental income for ASM and transfers to the bond service account of \$68,000 with the first payments due this summer. Moving on to the Capital Fund, Mr. Fraunfelter stated that roughly \$150,000 has been paid out for construction items. Finally, Mr. Fraunfelter reviewed the ASM Financials and noted that some 2021 numbers were not met due to cancellations, and as a result revenue came in about \$370,000 below budget with operating expenses coming in at \$128,000.

Mr. Weckesser asked when the DBE spending report will be included in the financial report.

Mr. Fraunfelter replied it will be included next month.

MOTION: It was then moved by Ms. Kenley and seconded by Ms. Lofton and unanimously voted “to approve January 2022 Financial Report as presented.”

C. Executive Director Report, Pam Plageman, MCCFA Executive Director

i. DCC Progress and Event Updates

Ms. Plageman shared the community outreach that occurred during the month of February including, meeting with Dr. Karen Townsend, Senator Matt Dolan lunch, and the participation in the “Show the Love” event for local healthcare workers. She added that the team had met with State Representatives regarding state capital budget request for the Public Green Space Project.

Additionally, Board members discussed the events held at the DCC and to what extent they impact the local hotel community. Several thoughts were shared regarding how those impacts were shared with the hotel community and to what extent the hotel communities understood how the events help their business.

Mr. Whelley asked if the DCC can capture hotel data from events like Jurassic Quest.

Ms. Powell replied that the CVB does room pick-up reports to track how events at the DCC impact hotels in the area and that the CVB puts out press releases that discuss how events attracted to the area impact local businesses.

ii. Updates on Hotel/Motel Tax Collections – 2022

Ms. Plageman shared the real-time number for collection of \$161,000 for February with the YTD in 2022 of \$372,000. Ms. Plageman also shared that upcoming events in March and April such as March Madness and Winter Guard International, will lead to an increase.

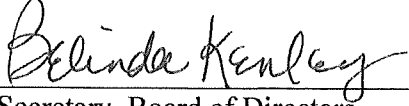
IV. Executive Session – It was then moved by Ms. Kenley and seconded by Mr. Whelley to and “to adjourn into executive session to discuss the purchase of real and personal property.”

After a roll call vote, the Board adjourned to executive session and excused all guests except for Ms. Plageman, Mr. Kline, Mr. Fraunfelter, Ms. Giambrone, Ms. Donahoe and Ms. Martin for the session. Following discussion with council, a motion was made by Mr. Whelley and seconded by Ms. Kenley and roll call vote, the Board returned to open session.

- V. Other Business –
Mr. Reynolds revisited the discussion regarding a Board Retreat and asked Ms. Plageman to find a time and date based on schedules for the retreat and to further discuss the nature and structure of the event.
- VI. Next Meeting Date: April 7, 4:00 PM
- VII. Adjournment
After proper motion and second, and roll call vote, the meeting adjourned at approximately 5:10pm.

CERTIFICATE

The undersigned Secretary of the Board of Directors of the Montgomery County Convention Facilities Authority hereby certifies that the foregoing is a true copy of the minutes of the March 3, 2022, meeting of the Board of Directors of said Convention Facilities Authority, as approved by the Board on April 7, 2022.



Secretary, Board of Directors
Montgomery County Convention Facilities
Authority