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**MONTGOMERY COUNTY CONVENTION FACILITIES AUTHORITY
BOARD OF DIRECTORS**

REGULAR MEETING

Thursday, September 7, 2023

Dayton Convention Center, 22 E. Fifth St., Dayton, OH – Room 208 | 4:00 p.m.

AGENDA

- | | | |
|------|---|-------------|
| I. | Roll Call – Call Meeting to Order | Action |
| II. | Approval of Minutes of the August 3, 2023 Meeting | Action |
| III. | Reports and Communications | |
| A. | MCCFA Strategic Planning Task Force Sub-Committee – Approval of Five-Year Strategic Plan (2024-2028) | Action |
| B. | Governance Committee | |
| i. | Approval of New Committee Assignments | Action |
| ii. | Receive Information Regarding Upcoming Board Reappointments | Information |
| iii. | Receive Information for Governance Committee Role for Strategic Plan Revisions | Information |
| iv. | Annual Board Training by Bricker Graydon (Part 2/3) | Information |
| C. | Fiscal Officer Report, Sean Fraunfelter, Fiscal Officer | |
| i. | Receive and Approve June 2023 DCC/ASM Financial Report | Action |
| ii. | Receive and Approve July 2023 CFA Financial Report | Action |
| D. | Executive Director Report – Pam Plageman, ED/CEO | |
| i. | General Manager Transition | Information |
| ii. | DCC General Manager Update | Information |
| iii. | 2023 Hotel Lodging Tax Update | Information |
| IV. | Executive Session – The Board will adjourn to executive session 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 | |
| i. | Receive and take action on cooler/freezer/existing floor replacement | Action |
| VI. | Next Meeting Date: November 2, 2023, 4:00 p.m. – Room 208 (no October meeting) | Information |
| VII. | Adjournment | Action |



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**MONTGOMERY COUNTY CONVENTION FACILITIES AUTHORITY
BOARD OF DIRECTORS**

Regular Meeting Minutes

August 3, 2023 | 4:00 p.m.

Room 205 | Dayton Convention Center, 22 E. 5th Street, Dayton, OH 45402

BOARD OF DIRECTORS

PRESENT: Mike Stevens, Chairperson; Belinda Kenley, Vice Chairperson; Amy Schrimpf, Secretary; LaShea Lofton; Paul Gruner; Tom Whelley; Kevin Weckesser; Michael Roediger, Jacquelyn Powell

ABSENT: Jeff Gore (excused with notice); Walter Reynolds (excused with notice)

STAFF

Pam Plageman, MCCFA Executive Director/CEO

Sean Fraunfelter, MCCFA Fiscal Officer

Vicki Giambrone, CBD Advisors

Shannon Martin, Bricker Graydon

Kelli Donahoe, General Manager, Dayton Convention Center/ASM Global

Teri Lemman, MCCFA Executive Assistant

GUESTS

Chris Kershner, President & CEO, Dayton Area Chamber of Commerce

Bob Franz, Managing Director, Public Finance, Stifel Financial Corporation

I. Roll Call

Ms. Lemman called the roll. With a quorum present, Chairperson Stevens called the meeting to order at 4:03 p.m.

II. Approval of Minutes of the July 6, 2023 Regular Meeting

Chairperson Stevens asked for comments or edits to the July 6, 2023 Regular Meeting minutes. Hearing none, he called for a motion.

MOTION: It was moved by Mr. Gruner, seconded by Ms. Lofton, and unanimously voted to approve the July 6, 2023 Regular Meeting minutes as presented.

III. Reports and Communications

A. MCCFA Strategic Planning Task Force Sub-Committee Five-Year Strategic Plan (2023-2028)

Chairperson Stevens acknowledged the work of the Strategic Planning Task Force and introduced Mr. Kershner, President/CEO of the Dayton Area Chamber of Commerce. Mr. Kershner validated the process of hearing from the business community regarding the downtown community's strategic needs. The Task Force looked at external partners and districts to determine how they would be impacted by the future of the DCC, and it discussed what it can do to influence their success. Mr. Kershner expressed his support and that of the business community. He said the process was broad, strategic, and he voiced his commitment to assist with future outcomes.

Ms. Plageman said there will be continuous improvement to the Strategic Plan, and everything ties back to the MCCFA Mission/Vision Statement. Ms. Dockery said the Task Force members pushed from day one for action. They developed five key strategies where they could make an impact. A walking survey took place regarding street-level aesthetics. Ms. Plageman acknowledged the input of the city's economic development team, and hotel development partners from The Arcade were invited to a Task Force meeting. There may be a community kick-off event and town hall meetings. Activities and progress will be tracked on the tracker.

Each Board member who was a member of the Task Force highlighted the initiatives in the following areas: Hotel Priorities, Garage Priorities, Economic Engagement/Partners/Oregon District, Land Acquisition Priorities, Street-Level Aesthetics, and Fiscal Stewardship.

Mr. Whelley expressed interest in knowing what the political leadership and community partners' roles will be in pursuing these opportunities. Ms. Lofton said public officials will be supportive, but we are not looking to them to drive decisions. Community partners, business leaders and public officials will be key partners.

Ms. Lofton suggested reviewing John Gower's hotel development visioning as the Board discusses future land acquisition and how that discussion is presented publicly.

Ms. Plageman said the MCCFA has been approached by Cross Street Partners to be a part of the Ohio Department of Development TMUD Program (Transformational Mixed-Use Development), and she will assist with the application.

Ms. Lofton discussed the Board's fiscal responsibility when addressing the broad range of initiatives – i.e., it should leverage other fund sources when appropriate.

Strategy #6 regarding fiscal responsibility will be added to the Introduction, and edits will be made to the land acquisition language, such as "working with local partners on a land use plan."

The revised draft will be brought back to the September Board meeting. Chairperson Stevens asked the Governance Committee to consider a process going forward for revising the Strategic Plan.

B. Governance Committee

i. Annual Board Training by Bricker Graydon

Ms. Martin presented Ohio Ethics Law Training for the MCCFA Board. Ms. Lofton requested training on Conflicts of Interest as there are elected and appointed officials on the Board. Ms. Martin confirmed that training will be included in a future session.

C. Fiscal Officer Report, Sean Fraunfelter, Fiscal Officer

i. Approve May 2023 DCC Financial Report

Mr. Fraunfelter presented the Dayton Convention Center financial report highlights. ASM rolling forecast is improving. Ancillary income equaled \$175K compared to \$41K.

ii. Approve June 2023 CFA Financial Reports

Mr. Fraunfelter presented the June CFA financial report highlights. No questions or comments were received from the Board. There was a 17% increase in lodging tax revenue when comparing June 2023 to June 2022 collections. Under expenditures, promotional/service expenses include skywalk window clings, hotel study, and Strategic Plan facilitator. STAR Ohio is about 5.31% at the end of July and RedTree is 4.50%. Regarding construction costs, can draw down approximately \$750K from STAR Ohio; about \$90K will post for interest from investment accounts.

MOTION: It was moved by Ms. Lofton, seconded by Secretary Schrimpf, and unanimously voted to approve the May 2023 DCC and June 2023 CFA Financial Reports as presented.

IV. Executive Session

Chairperson Stevens said there were matters before the Board for Executive Session. A motion was requested by Chairperson Stevens.

MOTION: It was moved by Vice Chairperson Kenley to adjourn to Executive Session 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).

The motion was seconded by Mr. Roediger. After a unanimous roll call vote, the Board voted to adjourn to executive session and excused all guests except for Mr. Franz.

MOTION: After motion by Mr. Gruner, second by Mr. Weckesser, and a roll call vote, the Board unanimously voted to return to open session.

V. Other Business

No other business was presented.

VI. Next Meeting Date

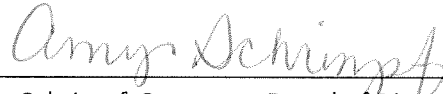
Chairperson Stevens announced that the next Regular Board Meeting will be held on September 7, 2023, beginning at 4:00 p.m., in Room 208.

VII. Adjournment

The meeting adjourned at 6:19 p.m.

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 August 3, 2023 meeting of the Board of Directors of said Convention Facilities Authority, as approved by the Board on September 7, 2023.



Amy Schimpf, Secretary, Board of Directors
Montgomery County Convention Facilities Authority