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MONTGOMERY COUNTY CONVENTION FACILITIES AUTHORITY
BOARD OF DIRECTORS

Development & Operations Committee Meeting

Friday, December 6, 2024 | 2:00 p.m.
Dayton Convention Center MCCFA Conference Room, Second Floor,
22 E. Fifth St., Dayton, OH 45402

AGENDA

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|------|---|-------------|
| I. | Roll Call and Call Meeting to Order | Action |
| II. | Approve Minutes of May 28, 2024, June 4, 2024, August 5, 2024 and August 15, 2024 Meetings | Action |
| III. | Receive Information Regarding Status of New Hotel Development Agreement | Information |
| IV. | Receive Information on Sales Suite Conversion Study | Information |
| V. | Receive Information and Take Action on Junior Ballroom Light Refresh | Action |
| VI. | Receive Information from Construction Project Executive Jonathan Boeckling Regarding Status of Dayton Convention Center Renovations | Information |
| VII. | Adjournment
<i>Note: Following adjournment, the Committee will tour the facility</i> | Action |



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MONTGOMERY COUNTY CONVENTION FACILITIES AUTHORITY
BOARD OF DIRECTORS

Development & Operations Committee Meeting Minutes

Tuesday, June 4, 2024 | 3:00 p.m.

Telephonic/Electronic Means and Dayton Convention Center MCCFA Conference Room,
22 E. Fifth St., Dayton, OH 45402

Members Present: Amy Schrimpf, Chairperson; Belinda Kenley; Paul Gruner; Jacquie Powell; Michael King; Pam Plageman

Members Absent: None

Staff and Guests: Tony Peterman, Managing Partner, HP&D Advisory; Teri Lemman, MCCFA Executive Assistant

I. Roll Call and Call Meeting to Order

Ms. Lemman called the roll. With a majority of members present, Chairperson Schrimpf called the meeting to order at 3:05 p.m.

II. Hotel Development Request for Qualifications

Ms. Plageman introduced Mr. Tony Peterman of HP&D Advisory, the MCCFA's consultant, to assist with the new hotel development RFQ. There was discussion regarding the distribution/ mailing list for the RFP. The committee reviewed the draft and provided feedback, including answering questions about the difference between a Request for Qualifications and a Request for Proposals. Ms. Powell requested information on the timing of the room block agreement negotiation. Mr. Peterman said he envisions it happening before the award, potentially with the short-listed responders. Mr. Peterman will provide a scoring metrics/Q&A sheet used for previous solicitations. There was discussion about updated Smith Travel Research data. When discussing the Development Team description in the RFQ, it was noted that the hotel developer will select its architect, management company, financial partners, and the like. It was suggested that language be added to the Pre-Submittal meeting whether it is mandatory or optional, and that a remote option be available. It was agreed that all questions and responses from potential developers will be posted on the MCCFA website. Ms. Powell said that Destination Dayton routinely receives requests for information about major employers, events, and trends. Ms. Plageman and Ms. Powell will discuss that process together. For the RFQ timeline, Ms. Lemman will send meeting invitations to this Selection Committee. Ms. Plageman said legal counsel has reviewed the terms and conditions.

Ms. Powell said she can be available for the first 30 minutes at the Pre-submittal meeting on June 18 to provide additional information regarding the Dayton regional market.

III. Other Business

A. VIP Suite Furnishings

Ms. Plageman presented a quote from APG Office Furnishings in the amount of \$57,219.74, for VIP suite furniture. The cost will be paid from interest income, is part of the OMNIA Partners purchasing program, and it is a woman-owned business. Ms. Powell said the cost is higher than the original \$40,000 estimate. Ms. Plageman explained that the previous amount was an estimate, and the capital plan for interest income expenditures will be revised to reflect the new cost. Hearing no further discussion, Chairperson Schrimpf called for a motion.

MOTION: It was moved by Ms. Powell, and seconded by Mr. Gruner, to approve the purchase of VIP Suite furniture in the amount of \$57,219.74. The motion was approved unanimously.

IV. Adjournment

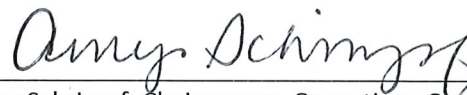
Hearing no further business, a motion for adjournment was solicited.

MOTION: A motion to adjourn was made by Mr. Gruner, seconded by Ms. Powell, and approved unanimously.

The meeting was adjourned at 4:02 p.m.

CERTIFICATE

The undersigned Chairperson of the Development & Operations Committee 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 June 4, 2024 meeting of the Operations Committee of the Board of Directors of said Convention Facilities Authority, as approved by the Development & Operations Committee on December 6, 2024.



Amy Schrimpf, Chairperson, Operations Committee
Montgomery County Convention Facilities Authority