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MONTGOMERY COUNTY CONVENTION FACILITIES AUTHORITY  
BOARD OF DIRECTORS

Regular Meeting of the Board of Directors

Thursday, November 7, 2024 | 3:00 p.m.  
Room 208, Dayton Convention Center, 22 E. Fifth St., Dayton, OH 45402

AGENDA

- |       |  |             |
|-------|--|-------------|
| I.    | Roll Call – Call Meeting to Order  | Action      |
| II.   | Declaration of Conflicts of Interest   | Action      |
| III.  | Approval of September 5, 2024 Board Meeting Minutes  | Action      |
| IV.   | Reports and Communications   |             |
|       | A. Executive Committee Report  |             |
|       | i. Receive Information Regarding the Executive Director’s Annual Evaluation  | Information |
|       | B. Finance Committee Report  |             |
|       | i. Receive Information Regarding the Ohio Auditor of State GAAP Award for Excellence in Financial Reporting for FY Ending 2023   | Information |
|       | ii. Review and Take Action on 2024 Budget Amendment  | Action      |
|       | C. Fiscal Officer Report, Sean Fraunfelter, Fiscal Officer   |             |
|       | i. Receive and Approve August 2024 ASM/DCC Financial Report  | Action      |
|       | ii. Receive and Approve September MCCFA Financial Report   | Action      |
|       | D. Executive Director Report – Pam Plageman, Executive Director/CEO  |             |
|       | i. DCC General Manager Update by Michael King  | Information |
|       | ii. Hotel Lodging Tax Update   | Information |
| V.    | MCCFA 2024-2028 Strategic Plan Update  | Information |
| VI.   | 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 Section 121.22(G)(2). Upon conclusion of the executive session, the Board will reconvene its meeting of the Board of Directors. |             |
| VII.  | Other Business   |             |
| VIII. | Next Meeting Date: Thursday, December 6, 2024 (Holiday Celebration)  | Information |
| IX.   | Adjournment  | Action      |

For Additional Information, Contact [TLeeman@MontgomeryCountyCFA.org](mailto:TLeeman@MontgomeryCountyCFA.org) | 937-535-5309



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MONTGOMERY COUNTY CONVENTION FACILITIES AUTHORITY  
BOARD OF DIRECTORS

Regular Meeting Minutes

Thursday, September 5, 2024 | 3:00 p.m.  
Room 208 | Dayton Convention Center, 22 E. 5<sup>th</sup> Street, Dayton, OH 45402

**BOARD OF DIRECTORS**

**PRESENT:** Mike Stevens, Chairperson; Belinda Kenley, Vice Chairperson; Amy Schrimpf, Secretary; Michael Roediger; Tom Whelley; LaShea Lofton; Richard Herbst; Paul Gruner  
**ABSENT:** Jacquelyn Powell; Walter Reynolds (both with notice)

**STAFF**

Pam Plageman, MCCFA Executive Director/CEO  
Sean Fraunfelter, MCCFA Fiscal Officer  
Vicki Giambrone, CBD Advisors  
Shannon Martin, Bricker Graydon  
Teri Lemman, MCCFA Executive Assistant

**GUESTS**

Michael King, General Manager, Dayton Convention Center/ASM Global (by phone)  
John Page, Regional Vice President – Convention Centers, ASM Global  
Christina Combs, Director of Sales, Dayton Convention Center/ASM Global

**I. Roll Call**

Ms. Lemman called the roll. With a quorum present, Chairperson Stevens called the meeting to order at 3:00 p.m.

**II. Declaration of Conflicts of Interest**

Chairperson Stevens asked Board members to review the agenda and declare any conflicts of interest. None were provided.

**III. Approval of Minutes of the August 1, 2024 Meeting**

Chairperson Stevens asked for comments or edits to the August 1, 2024 Regular Meeting minutes. Hearing no comments, Chairperson Stevens called for a motion.

**MOTION:** It was moved by Ms. Lofton, seconded by Secretary Schrimpf, and unanimously voted to approve the August 1, 2024 Regular Meeting minutes as presented.

#### IV. Reports and Communications

##### A. Development & Operations Committee

###### i. Review and Take Action on Recommended Finalist in Response to the RFQ for the Development of a Convention Hotel Adjacent to the Dayton Convention Center

Secretary Schrimpf provided background on the RFQ process. Six developers responded to the RFQ, and the Development & Operations Committee, and Tony Peterman (the MCCFA's hotel consultant), met on August 5 to review the submissions. It agreed to interview five of the six responders, which took place on August 15, 2024. Secretary Schrimpf said that all were qualified and demonstrated their experience. The committee and Mr. Peterman met following the interviews and scored each developer independently. The scores were entered into the evaluation summary with a cumulative total for each developer. Concord Hospitality, which brought a strong leadership team, including their CFO, had the highest ranking, followed by Crawford Hoying which came in second. The Development & Operations Committee is recommending to the Board that it name Concord as the finalist and begin negotiations. If mutual terms cannot be agreed upon, Crawford Hoying will be engaged as the second-ranked developer. Secretary Schrimpf said that Concord Hospitality has a lot of success both locally and nationally, including developing and managing the UD Marriott. Their proposal specifically understood the need for a room block agreement, and they also put a lot of thought into the food and beverage offerings.

The committee was impressed with each of the proposals. All would likely make a good partner but agreed in the end that Concord had the best overall proposal; they understood our needs, they have the experience and the executive team. Members of the committee explained that Mira/Cross Street Partners' proposal focused on the City Center redevelopment proposal for a hotel, which was not in line with the focus of the RFQ for an adjacent convention-centric hotel. It was also noted that one developer wanted to demolish a portion of the Oregon Garage.

Ms. Plageman confirmed that Concord owns and manages the UD Marriott. Shaner and Weyland also own and operate hotels and are considered partners in many ways. Ms. Plageman said Concord captured the vision, and while Mira/Cross Street Partners were not successful with this effort, the MCCFA is evaluating ways to support their efforts at the Center City redevelopment. The next steps are for Ms. Plageman to make personal phone calls to each of the five

developers, send official notification letters, and issue a press release on September 9. Negotiations will begin in the next two weeks. Ms. Lofton requested that the negotiations include, as part of the city's agreement, the consideration of minority and women-owned businesses and employment. Ms. Plageman agreed and acknowledged it is a condition of the city's contribution.

Hearing no further discussion, Chairperson Stevens called for a motion and roll call vote.

**MOTION:** It was moved by Secretary Schrimpf, seconded by Mr. Gruener to name Concord Hospitality as the finalist to develop a convention center hotel and begin negotiations.

Ms. Lofton abstained from the vote. Voting Yes: Mr. Herbst, Mr. Gruener, Vice Chairperson Kenley, Mr. Roediger, Secretary Schrimpf, Chairperson Stevens, Mr. Whelley. There were no No votes and one abstention. The motion was approved with seven Yes votes.

**ii. Review and Take Action on Cost Proposal in Response to ALTA/NSPS, Geotechnical & Environmental Surveys – Future Hotel Site RFP**

Mr. Gruener said the MCCFA issued an RFQ for a land and environmental study at the city plaza site to get a head start on the hotel development. Mr. Gruener and Mr. Don Brown led the RFP selection process. The MCCFA was required, by Ohio Revised Code, to do a qualifications-based selection process. Five proposals were received, reviewed, and scored independently by Mr. Gruener and Mr. Brown. The highest ranked firm is Bowser Morner. Mr. Gruener said Bowser Morner has more boring experience in Dayton than any other company, with approximately 20 projects within one-half mile of the convention center.

Bowser Morner's cost proposal is reasonable for the scope of work, in the amount of \$36,810. The scope of work will also be reviewed with the hotel developer and architect. If additional study is needed, there may be an additional, small cost. Mr. Gruener recommends the Board approve the selection of Bowser Morner and the cost proposal.

Mr. Whelley asked if Concord would accept the results of the study, and Mr. Gruener expects that they would and will be happy that the MCCFA is covering the cost. Ms. Plageman said the cost of the study will be paid by the MCCFA's hotel development fund.

Hearing no further discussion, Chairperson Stevens called for a motion.

**MOTION:** It was moved by Mr. Gruner, seconded by Mr. Roediger, and unanimously voted to approve the selection of Bowser Morner to perform the site and engineering survey in the amount of \$36,810.

**B. Finance Committee Report**

**i. Review and Take Action on Security Camera Upgrade Proposal**

Mr. King said the last security camera installation was 2006. There are 27 cameras, the majority of which are no longer in working order. The MCCFA budgeted \$300,000 for replacement from interest income. Three bids were received, and the winning bid, based on cost and quality, was HarborLink. The HarborLink quotes includes a turn-key solution with 54 cameras, doubling the current total. There is a three-year service agreement, and a five-year warranty on the equipment. HarborLink also supplies American-made products. The amount of the quote is \$162,406. The work could begin immediately, and it will take 60-90 days to complete the installations.

Hearing no further discussion, Chairperson Stevens called for a motion.

**MOTION:** It was moved by Mr. Roediger, seconded by Mr. Whelley, and voted unanimously to approve the HarborLink Network quote in the amount of \$162,406 from interest income.

**C. Fiscal Officer Report, Sean Fraunfelter, Fiscal Officer**

**i. Review and Approve June 2024 ASM/DCC Financial Report**

Mr. Fraunfelter and Mr. King presented the Dayton Convention Center June 2024 financial report highlights. June has a projected deficit of approximately \$90K, but strong numbers are expected for August to make up the deficit and bring the financials in line with the budget. The \$212K liability is for advance deposits which shows the strength of future events planned at the DCC. The 120-day receivable amount is reduced by \$12K. Mr. King said ASM Global will file suit against Breath of Encouragement for its bad debt. Hearing no further discussion, Chairperson Stevens called for a motion.

**MOTION:** It was moved by Vice Chairperson Kenley, seconded by Mr. Gruner, and unanimously voted to accept the June 2024 ASM/DCC Financial Report as presented.

**ii. Review and Approve July 2024 CFA Financial Reports**

Mr. Fraunfelter presented the July highlights. The City of Dayton quarterly lodging tax payment was \$287K and all hotels are current with the city. Disbursements are being made for the Wright Bros. Flyover refurbishment. For expenditures, there is a negative for repairs/maintenance because initially ASM paid for new fire extinguishers

but the CFA reimbursed ASM and it is reported under deferred maintenance now. Operating reserves is \$1.9M. Some investments matured in July, pushing the interest income earned up with gain on the maturities. The \$3.2M in expenditures are two different payments to Messer. Added two new internal funds for the hotel plaza fund for the county contribution and eventually the city's \$1.5M contribution and capital reserve under the fund balance policy. The Finance Committee approved moving \$0.5M MCCFA of the total contribution of \$1.5M to the hotel development fund from interest earnings in the construction fund. The capital reserve fund started in 2024, and when there is a monthly surplus, 10% of the net income will be added to the fund. Hearing no further discussion, Chairperson Stevens called for a motion.

**MOTION:** It was moved by Secretary Schrimpf, seconded by Mr. Herbst, and unanimously voted to accept the July 2024 CFA Financial Report as presented.

**iii. Disadvantaged Business Enterprise Report**

Mr. Fraunfelter presented the May-July DBE Report. The majority of the women-owned percentage is associated with the asbestos company working with Messer. YTD for 2024, at 23% of spend for meeting DBE requirements, and last year it was 20%.

**E. Executive Director Report – Pam Plageman, ED/CEO**

**i. DCC General Manager Update**

Mr. King presented the DCC highlights. As of August 23, ASM Global and Legends are one company. Mr. Page reported that the transaction occurred in 2023 and was recently approved. Nothing impacting the DCC is changing at this time, except that the merger with Legends brings a more global presence and resources. Mr. King shared the results of the convention-focused survey. Ms. Combs presented an update on sales efforts and other accomplishments, such as improving the center's sustainability profile.

**ii. Hotel Lodging Tax Update**

Ms. Lemman provided the most recent hotel lodging tax collections. 100% of hotels have filed their July lodging tax returns. \$408,288 was received in July, exceeding last year at this time. The Hotel Ardent and a Residence Inn in Miamisburg will open soon. The Super 8 in Vandalia reopened in early-August after renovation. The Quality Inn in Miamisburg will reopen in the fall as a LaQuinta and Hawthorne Suites. The Comfort Inn & Suites on Maxton Road is under renovation and will reopen in October.

**V. Other Business**

**A. Review and Take Action on Quote to Replace Jefferson Street Service Corridor Exterior Doors**

Mr. King said the Dayton Fire Marshal is requiring replacement of the Jefferson Street exterior service doors. The \$32,291 cost will be paid using interest income, and the work will be done by Messer Construction. Hearing no further discussion, Chairperson Stevens called for a motion.

**MOTION:** It was moved by Mr. Roediger, seconded by Secretary Schrimpf, and voted unanimously to approve the Messer quote in the amount of \$32,291 from interest income to replace the Jefferson Street service corridor exterior doors.

**VI. Next Meeting Date**

Chairperson Stevens announced that there is no meeting in October, and the next meeting date is November 7, 2024, beginning at 3:00 p.m., in Room 208.

**VII. Adjournment**

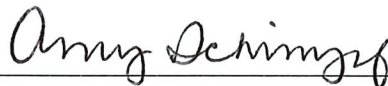
Chairperson Stevens called for a motion to adjourn.

**MOTION:** It was moved by Ms. Lofton, seconded by Mr. Whelley, and voted unanimously to adjourn.

The meeting was adjourned at 4:08 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 September 5, 2024 meeting of the Board of Directors of said Convention Facilities Authority, as approved by the Board on November 7, 2024.



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