

MINUTES
3rd CONVENTION CENTER HOTEL TASK FORCE MEETING

Wednesday, February 20, 2013
Administration Conference Room, 2nd Floor, BCCC
2:00pm-5:00pm

In attendance were:

Bertha Henry, County Administrator
Monica Cepero, Assistant to the County Administrator
Mike Kerr, Trial Counsel, County Attorney's Office
Scott Miller, Director, CFO/Director Finance & Administrative Services
Nicki Grossman, President GFLCVB
Carlos Molinet, Senior Vice-President GFLCVB
Steven Cernak, Port Director
Thomas Hutka, Public Works Director
Carlos Puentes, Deputy Director, BCCC
Elizabeth Liddell, Minutes Secretary, BCCC Administrative Assistant

Absent:

Noel Pfeffer, Deputy County Attorney

The Task Force meeting was opened by Scott Miller at 2:00pm.

Review and approval of the minutes from the February 1, 2013 meeting. Bertha Henry asked for certain amendments to the meeting minutes and the minutes were approved as revised.

Review of the upcoming Board Retreat suggested agenda was reviewed and discussed. The following decisions were made:

- 1) HVS to present 20-30 minutes Hotel Needs Study
- 2) Question & Answer period by the Board of County Commissioners to HVS
- 3) Task Force Committee to recommend: Begin a solicitation process to do Master plan and specific Hotel Site designation with a concurrent solicitation for specific Design, Development, Siting and Management of a Hotel.
- 4) Agreement for a 700- 750 room hotel
- 5) Recommend various Public Financing Sources that include possibly 35-50 year land-lease for private developer/covenant to budget for back-stop purposes, use TDT Funds where legal, Pledge Convention Center Revenues, Use of Tax-exempt dollars through a bonding where legal
- 6) Recommend Open Parameters/2 step process for both solicitations.

Catherine Sarrett (HVS) will put survey together and Brian Harris (HVS) will discuss the Hotel's components to the Board on the 28th. Their presentation will be 20-30 minutes in length and there will not be a time limit on questions from the Board. Dr. Miller will make a hotel finance presentation to the Board.

A master plan of the entire site (including some non-port sites) will be part of the master plan solicitation. Discussion was made on an open solicitation with parameters (including emphasizing bidders with very strong financials and strong basic qualifications).

ACTION ITEMS FOR NEXT MEETING

Staff to ask HVS to develop draft "real life" pro forma of 2012.

Staff to ask HVS to remove pages 13, 25, and 28 from presentation due to errors in those pages.

Staff to ask HVS to include debt service on page 24 of presentation to the Board.

Task Force Committee wants to recommend we focus on a 700-750 room hotel.

More actions for next meeting may be taken after the Board Retreat on February 28th.

Next meeting will be held on Thursday, March 14, 2013 at Noon, this will be a meeting in the Teleconference Suite (2nd Floor) of the Convention Center.

Dr. Miller adjourned the meeting at 5:00pm.