

**MINUTES**  
**23rd CONVENTION CENTER HOTEL TASK FORCE MEETING**

Thursday October 16, 2014

Broward County Governmental Center, County Administration  
Room 409G, 10am-Noon

In attendance:

Bertha Henry, County Administrator  
Monica Cepero, Assistant County Administrator  
Nicki Grossman, President, GFLCVB  
Michael Kerr, Trial Court Administrator, County Attorney's Office  
Carlos Molinet, Senior Vice-President, GFLCVB  
Bob Miracle, Acting Director of the Finance & Administrative Services Dept.  
Tom Hutka, Director, Public Works Department  
Glenn Wiltshire, Assistant Port Director  
Carlos Puentes, Deputy Director, BCCC  
Elizabeth Liddell, BCCC, Minutes Secretary

Other attendees:

Margaret Stapleton, Director, Public Communications  
Ariadna Musarra, Director, Construction Management  
David Anderton, Port Everglades  
Connie Mangan, Purchasing Agent IV, Purchasing Division  
Stephen Farmer, Finance & Admin Services Department  
Drew Meyers, County Attorney's Office

The Hotel Task Force meeting was opened by Monica Cepero at 10:15am.

The minutes from the 22nd Convention Center Hotel Task Force held on Wednesday, September 3, 2014, were approved as written.

Tom Hutka advised the Task Force Committee on the easements. County Administration stated we need to be sure we can build with and/or without easements, needing to make sure there are no impediments.

Purchasing Division discussed with the Task Force Committee about a possible Pre-Advertisement Meeting for the BCCC Expansion & Hotel. The outline for this possible meeting will include: General Overview of Project; Project Structure – Public, Private, Partnership; Anticipated Procurement Solicitation (Multi-Step) & Timeline; then a follow-up Questions & Answers Session.

Discussion was had that staff can meet with potential Developers but they cannot discuss proposals of the project. The Task Force needs to be sure that Developers already interested in this project are invited to the Pre-Advertisement Meeting. Staff needs to bring the Solicitation to closure within the next few weeks. The Solicitation will be sent to Task Force Members this week to review and for final comments, then it will go to the County Attorney's Office for review and comment.

Discussions with the Board of County Commissioners should include: (1) Explanation of the Process; (2) Alternative Methods; (3) Idea for cost; (5) Launch of the Website; (4) Solicitation that will go to the Commission.

Discussions ensued on the website for the Convention Center Expansion & Hotel and plans are ongoing to "Jazz it up" and give the website some sizzle. Public Communications can give the website Intriguing Images, the red dot will state Fort Lauderdale Destination Spot, the website will incorporate on the pages reference to Master Plan, and the website will be Interactive, Informative & Interesting.

Discussion ensued on the name for the website.

### **ACTION ITEMS FOR NEXT MEETING**

Solicitation document (Bob Miracle/Connie Mangan)

Status on Easements (Tom Hutka)

Convention Center Hotel Website re-visited

Other Business

The next meeting of the Convention Center Hotel Task Force will be held on Friday, November 14, 2014, at 9am in the Governmental Center, County Administration, Room 409G (Meeting originally scheduled for 10am, Administration moved up one hour to 9am).

Ms. Cepero adjourned the meeting at 11:45am.