

**MINUTES**  
**2<sup>nd</sup> CONVENTION CENTER HOTEL TASK FORCE**

Friday, February 1, 2013  
Teleconference Suite, 2<sup>nd</sup> Floor, BCCC  
11:30am-3:45pm

In attendance were:

Bertha Henry, County Administrator  
Monica Cepero, Assistant to the County Administrator  
Noel Pfeffer, Deputy County Attorney  
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  
Tom Hazinski, Managing Director, HVS Convention, Sports & Entertainment  
Brian Harris, Director, HVS Convention, Sports & Entertainment  
Elizabeth Liddell, Minutes Secretary, BCCC Administrative Assistant

Introductions were made and the meeting was opened by Scott Miller at 12:00 noon.

Review and approval of the minutes from the January 9, 2013 task force meeting. Thomas Hutka brought certain amendments to the meeting minutes and the minutes were approved as revised.

Next, a presentation from HVS was submitted to the task force committee and discussion regarding the presentation followed.

Bertha Henry asked for a representative from HVS to attend the Goal Setting Retreat of the Board of County Commissioners on Thursday, February 28, 2013, to brief the Commissioners. Tom Hazinski said he would be out of town at the time of the meeting but that Brian Harris would be able to attend the retreat.

Ms. Henry would like a study based upon three room scenarios (one 600 key, one 700 key, and one 800 key) not a 1,000 key hotel because this number was not feasible.

Thomas Hutka briefed the task force on the fact sheets his department prepared and the comparison of Convention Center Hotels giving the committee a general overview of the handouts. Ms. Henry asked Mr. Hazinski to look over the documents handed out from the Public Works Department studies and to revamp them for the Goal Setting Retreat the end of February.

Dr. Miller said that he had not yet had an opportunity to meet with Portside's Managing Partner, but he would be doing an introductory meeting with them the week of February 4<sup>th</sup> and would brief the task force at the next meeting.

Ms. Henry wants the HVS feasibility study completed first and foremost by the Goal Setting Retreat and wants HVS to present this to the Board of County Commissioners at the Retreat no longer than a 20 minute presentation to focus on the need and what our customers are looking at for this destination site.

Dr. Miller indicated that he and Carlos Puentes would work on the "agenda" for the Commission's retreat on this subject and formulate the questions needed from the Commission for this stage of the project.

Ms. Henry and the task force discussed some of the questions that would need to be answered by the Board of County Commissioners at their Goal Setting Retreat and they were as follows:

Under what scenario would the Board approve a privately owned hotel, if at all? What are you prepared to put into the deal?

Is the County willing to support the convention center hotel financially? If the County is willing to support the hotel, is the support short-term or long-term (ramp up or into perpetuity)?

Conversely, does the County desire to share in the hotel profits?

Need an answer on the Spangler Phase II By-pass Road?

What procurement process should we use to move forward?

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

The Task Force Committee needs to recommend a process model, turnkey model, design-build model, traditional model and all with or without a flag before the Goal Setting Retreat.

Need staff recommendations on using the previous hotel architect-engineering firm or go for another RLI from other firms for the project.

Dr. Miller will brief the task force on his meeting with the Portside Managing Partner.

Dr. Miller and Mr. Puentes will draft questions for the Board to answer at the Goal Setting Retreat.

Mr. Puentes will have a possible revised RLI drafted and ready to go at the next meeting in regards to master planning if that is the direction the Commission wants to go.

Dr. Miller will meet with the financial advisors and discuss 600, 700 and 800 room hotels.

Ms. Henry asked Mr. Hazinski and Mr. Harris to renew analysis for 700 rooms and take out editorials. HVS need to give an analysis for 600 – 700 – 800 rooms in final report. HVS must re-graph/condense their power point presentation to 20 minutes for the Goal Setting Retreat.

Monday, February 18, 2013, Dr. Miller, Mr. Puentes and HVS will have a conference call putting things together for the Goal Setting Retreat on the 28<sup>th</sup>.

Thursday, February 21, 2013, Bertha Henry, Monica Cepero, Noel Pfeffer, Nicki Grossman, Dr. Miller and Mr. Puentes will meet at County Administration for a meeting to finalize preparation for the presentation to the Board of County Commissioners Goal Setting Retreat on February 28, 2013.

The next meeting for the Convention Center Hotel Task Force will be held on Wednesday, February 20, 2013, at 2pm in the Convention Center Administrative Conference Room #202, 2<sup>nd</sup> Floor Administration.

The meeting adjourned at 3:45pm.