

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

Wednesday, September 3, 2014

Broward County Governmental Center, County Administration  
Room 409G, 3:00pm-4:15pm

In attendance:

Bertha Henry, 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:

Brenda Billingsley, Director, Purchasing Division  
Ariadna Musarra, Director, Construction Management  
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 Bertha Henry at 3:10pm.

The minutes from the 21st Convention Center Hotel Task Force held on Wednesday, July 30, 2014, were approved as written.

Discussion ensued regarding briefings with the Board of County Commissioners as it relates to the Solicitation Process. Some briefings will take place with the County Attorney's Office present and other briefings with Monica Cepero and Brenda Billingsley on the Solicitation Process.

The Construction Management Division is reviewing all comments made on the finalization of the Master Plan Project and the document should be completed by end of next week (Sept 19<sup>th</sup>). The County Attorney's Office is finalizing the easements.

County Administrator will meet with staff in reference to numbers/cost for the Hotel Project.

Discussion ensued about updates to the website for the project so that it will be able to allow interested Developers to get the information they need when they log on to the website.

**ACTION ITEMS FOR NEXT MEETING**

Continue to Finalize RFQ for the Hotel Developer (Bob Miracle/Connie Mangan)

Outline and Input for possible future Board of County Commissioners Workshop

Solicitation Diagram to be completed in Bullet Format

Convention Center Hotel Website be re-visited

Other Business

The next meeting of the Convention Center Hotel Task Force will be held on Thursday, October 16, 2014, at 10:00am in the Governmental Center, County Administration, Room 409G.

Ms. Henry adjourned the meeting at 4:15pm.