

**Hamilton County  
Convention Facilities Authority (CFA)  
Meeting Minutes**

**To:** CFA Board Members  
**From:** Judi Boyko, CFA Secretary  
**Subject:** Meeting # 45: March 2, 2018

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**CFA Members Present:** Lee Czerwonka, Lawrence Hawkins, Brendon Cull, Paul Brehm, Shawn Butler, Kevin Hardman

**CFA Members Excused:** Danny Hill, Gwen McFarlin

**CFA/Project Staff Present:** Judi Boyko, Jeff Weckbach, Karen Alder

**1. Call to Order**

In Chair McFarlin's absence, Vice-Chairperson Brehm called the meeting of the Hamilton County Convention Facilities Authority to order at approximately 12:05 P.M. Vice-Chair Brehm indicated that there was a quorum.

**2. Review of December 01, 2017 meeting minutes**

Vice-Chairperson Brehm requested a motion to approve the minutes of the December 01, 2017 meeting. The motion was moved and seconded. Chair Brehm conducted voice vote. The minutes of the December 01, 2017 meeting were approved unanimously.

**3. Election of Officers**

**a. Chairperson**

Vice-Chair Brehm solicited nominations for Chairperson of the CFA. Paul Brehm made a motion to re-elect Gwen McFarlin to be Chairperson of the Convention Facilities Authority. The motion was seconded. Jeff Weckbach conducted a voice vote. The motion to re-elect Gwen McFarlin as Chairperson of the Convention Facilities Authority was approved.

**b. Vice-Chairperson**

Paul Brehm made a motion to re-appoint himself as Vice-Chairperson of the Convention Facilities Authority. The motion was seconded. Jeff Weckbach conducted a voice vote. The motion to elect Paul Brehm as Vice-Chairperson of the Convention Facilities Authority was approved.

**c. Treasurer**

Paul Brehm made a motion to elect Kevin Hardman to be Treasurer of the Convention Facilities Authority. The motion was seconded. Jeff Weckbach conducted a voice vote. The motion to elect Kevin Hardman as Treasurer of the Convention Facilities Authority was approved.

#### **4. Resolutions**

##### **a. Appointment of Secretary, Assistant Secretary and Assistant Treasurer**

Vice-Chair Brehm reminded the group that these were annual resolutions that were passed by the CFA. Vice-Chair Brehm made a motion to pass Resolution 2018 – 01. Motion was made to approve the resolutions to appoint Judi Boyko to Secretary, Patrick Duhaney to Assistant Secretary, and Karen Alder to Assistant Treasurer. The motion was seconded. Jeff Weckbach conducted a roll call vote. The motion to appoint Judi Boyko to Secretary, Patrick Duhaney to Assistant Secretary, and Karen Alder to Assistant Treasurer was approved unanimously.

##### **b. Appropriating Service Payments and Authorizing the Expenditure of Such Funds**

Vice-Chair Brehm reminded the group that this is an annual resolution that was passed by the CFA, dating back to 2002. This is the annual appropriation which must occur to pay for the annual audit and other expenses. A motion was made to approve the resolution appropriating service payments and authorizing the expenditure of such funds. The motion was seconded. Jeff Weckbach conducted a roll call vote. The motion to approve the resolution appropriating service payments and authorizing the expenditure of such funds was approved unanimously.

##### **c. Appropriating Taxes and Authorizing the Expenditure of Such Funds**

Vice-Chair Brehm reminded the group that this is an annual resolution that was passed by the CFA. This is the annual appropriation which must occur so that the Trustee can disburse the lodging taxes as they are collected. A motion was made to approve the resolution appropriating taxes and authorizing the expenditure of such funds. The motion was seconded. Jeff Weckbach conducted a roll call vote. The motion to approve the resolution appropriating taxes and authorizing the expenditure of such funds was approved unanimously.

#### **5. Review of Fourth Quarter Financial Report**

Karen Alder discussed the Hotel Tax Status Report through the fourth quarter of 2017. The City collections totaled \$4.065 million. The County collections totaled \$9.23 million.

Next, Karen discussed the Disposition of Funds and noted that the total deposits to date totaled \$124.8 million. She discussed that the balance in the distribution account was \$1.259 million at the end of 2017, while the balance of the 1<sup>st</sup> Lien Debt Service Fund was \$35,993.

Karen reminded the group that there is no longer a 2<sup>nd</sup> Lien Debt Service Fund.

## **6. Other Business**

There was a brief update on the soccer stadium discussion from last meeting. Judi Boyko informed the group that the County passed a resolution that expired on 2/28/18 that kept talks of a stadium open. She went on to inform the group that the Board is considering extending the date, if necessary.

Paul Brehm expressed his concern that the CFA has not received any information from the County/City about the transition of funds if there were to be a stadium in the works.

There was also a request to view the economic impact analysis that FCC had compiled.

Karen then walked through the "Waterfall" of expenses and revenues for TOT collections for 2017. This "Waterfall" is determined by the Cooperative Agreement and all supplements. In regards to the remaining "County Residual," it is held in a restricted fund for future Convention Center or Hotel/Motel projects. The group requested that the County provide an update on the prior year spend of that account.

There was also a brief discussion how to compete with neighboring cities, such as Louisville, Pittsburgh, and Indianapolis from an overall convention/facility standpoint. Paul Brehm stated that Cincinnati simply doesn't have the same space as the other cities. It was then asked as to whether or not the CFA waterfall dollars could be spent on some form of solution for the Millennium hotel and if there was any plan in place at this time. It was noted that the County and City are continuing to work with the CVB to address the Headquarter Hotel situation.

Finally, there was a brief discussion on the potential expansion of both the Sharonville and Duke Energy convention centers. While these expansions are still in the planning phases, all parties intend on working together to evaluate how these plans can be financed and how both plans could fit in the current "Waterfall". The CFA will be informed of the "long-term" approach surrounding these various expansion efforts once it has been identified.

## **7. Next Meeting**

The next scheduled CFA meetings will convene on:

- September 7, 2018 at 12pm at the Sharonville Convention Center
- December 7, 2018 at 12pm at the Sharonville Convention Center

## **8. Adjournment of Meeting**

The meeting adjourned at 1:20 PM.