

Convention Facilities Authority (CFA)  
Meeting Minutes June 30, 2021

**To:** CFA Board Members

**From:** Holly Christmann, CFA Secretary

**Subject:** June 30, 2021, Draft Meeting Minutes

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**CFA Members Present:** Paul Brehm, Dan Unger, Pete Witte, Bimal Patel, Lee Czerwonka, Kevin Hardman, Donna Jones Baker by teleconference, Adam Gelter, Lawrence Hawkins III and Brendon Cull.

**Others Present:** Holly Christmann, Lisa Anderson, Roger, Friedmann, Marc Von Allman, John Bruggen, Julie Calvert, Andy Conklin, Laura Brunner, Monica Morton, William Weber, Becca Costello-WVXU, and Lisa Daria.

**1. Call to Order:**

Mr. Brehm called the meeting of the Hamilton County Convention Facilities Authority at 12:05 pm.

Mr. Brehm conducted the roll call and indicated there is a quorum. Mr. Brehm thanked everyone for coming in person.

**2. Review and approval of the minutes from March 19, 2021**

Mr. Brehm accepted a motion to approve the minutes from Mr. Czerwonka and seconded by Mr. Unger. Mr. Brehm asked for discussion, hearing none he asked for a vote. The minutes were approved unanimously.

**3. Resolution Appointing William Weber as Assistant Secretary**

Mr. Brehm introduced and welcomed William (Billy) Weber who is replacing Chris Bigham who retired from the City of Cincinnati.

Mr. Brehm accepted a motion from Mr. Czerwonka to appoint William Weber as Assistant Secretary seconded by Mr. Unger. Mr. Brehm asked for discussion, hearing none he asked for a vote. The motion was approved unanimously.

**4. Convention and Visitors Bureau Update**

Ms. Calvert reported that last week's hotel occupancy rate was the highest since before the pandemic. Hamilton County had 61% occupancy last week, almost double the rate this time last year. The industry lost millions of dollars during the pandemic. Ms. Calvert said that there will not be a full recovery of our economy until hospitality and tourism recovers. They anticipate a big holiday weekend ahead.

Mr. Conklin reported that there have been no meeting cancellations so far. The Hamilton County region had the best week last week since the COVID pandemic began. Also downtown had their best week so far. Occupancy rates have been better than

some comparable cities. They are working closely with partners in the region to attract potential customers.

#### **5. Millennium Hotel Update**

Ms. Brunner reported that the demolition of the hotel is on time and within budget. The demolition should be complete by mid-June 2022. The planning of what will be built on the site is still delayed by the pandemic. Ms. Brunner said the first step in any new hotel development is a study to validate the use of the hotel. They need to wait until occupancy rates are high enough to start the process.

#### **6. Sharonville Convention Center Update**

Mr. Hardman stated that the rest of 2021 is looking positive. They are gradually bringing back business and trade shows and hope to continue to see improvement.

#### **7. Other Discussion**

Mr. Brehm asked about hiring and retention of employees at the hotels since pandemic.

Mr. Patel stated that since the pandemic it has been hard to find and retain employees for "back house" help, mainly for cleaning the rooms. They must find a way to operate and be at least somewhat profitable to survive.

Ms. Calvert noted the industry is competing with places of business that offer higher pay and cash incentives to retain their employees.

There was discussion on revenue and expense information and whether the next meeting should coincide with the second quarter financials.

#### **8. Next Meeting**

Date to be determined in late August/Early September – will have 2<sup>nd</sup> Quarter numbers.

**9. Adjournment:** Mr. Brehm accepted a motion to adjourn, seconded by Mr. Hardman at approximately 12:41 pm.

**RESOLUTION APPOINTING ASSISTANT SECRETARY**

BY THE BOARD:

**WHEREAS**, the Hamilton County Convention Facilities Authority (CFA) has adopted the By-Laws for the operation of the CFA and that provide that the Board of Directors shall appoint the, Assistant Secretary of the CFA; and

**WHEREAS**, it is consistent with the understanding between the City of Cincinnati and the Hamilton County Board of Commissioners that the, Assistant Secretary be appointed from the City and County staff; and

**WHEREAS**, Chris Bigham, the current Assistant Secretary is retiring from the City of Cincinnati as of July 1, 2021; and

**NOW THEREFORE BE IT RESOLVED**, that William Weber of the City of Cincinnati shall be appointed Assistant Secretary of the CFA.

ADOPTED at a regularly adjourned meeting of the Hamilton County Convention Facilities Authority the 30<sup>th</sup> day of June, 2021.

Ms. Jones Baker ✓  
Mr. Czerwonka ✓  
Mr. Hawkins ✓  
Mr. Unger ✓

Mr. Brehm ✓  
Mr. Geller      
Ms. Michael      
Mr. Witte ✓

Mr. Cull ✓  
Mr. Hardman      
Mr. Patel ✓

**CERTIFICATE OF SECRETARY**

IT IS HEREBY CERTIFIED that the foregoing is a true and correct copy of a transcript of a resolution adopted by the Board of Directors of the Hamilton County Convention Facilities Authority in session this 30<sup>th</sup> day of June, 2021.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the Hamilton County Convention Facilities Authority this 30<sup>th</sup> day of June, 2021.

  
Secretary  
Hamilton County Convention  
Facilities Authority