

**BOARD OF LOS ANGELES CONVENTION
AND TOURISM DEVELOPMENT COMMISSION**

Special Meeting Minutes
September 12, 2018

The Board of Los Angeles Convention and Tourism Development Commission (Board) convened a special meeting on Wednesday, September 12, 2018 at 9:00 a.m. at the Los Angeles Convention Center (LACC), located at 1201 S. Figueroa Street, Los Angeles, CA 90015, in the Executive Board Room.

PRESENT:

President, Jon F. Vein
Vice President, Otto Padron
Commissioner Ana Cubas
Commissioner Stella T. Maloyan

ABSENT:

Commissioner David Stone

PRESENTERS:

Ellen Schwartz, AEG
Keith Hilsgen, AEG
Doane Liu, CTD
Tom Fields, CTD
Diana Mangioglu, CTD
Adam Burke, LATCB
Darren Green, LATCB

Item 1. Call to Order / Roll Call

President Vein called the meeting to order at 9:00 a.m.

Item 2. Public Comment

None

Item 2b. Neighborhood Council

None

Item 3a. Approval of the special meeting minutes from August 22, 2018

UNANIMOUSLY APPROVED.

Item 4a. Executive Director Report

Mr. Doane Liu provided an overview of his activities since the last Board meeting which included: several meetings with stakeholders on the expansion/modernization, including AEG, Populous, Mayor's office, CD 9, City departments, and CLA, as well as presenting at a LACTCB sales meeting; meetings with the head of Mobile World Congress; attending the annual LATCB Market Outlook Forum; and meeting with a representative from Lime.

Item 4b. AEG Monthly Update – July

Ms. Ellen Schwartz recognized the employee of the quarter, Tori Chellis. Ms. Schwartz reported that LACC had hosted 12 events that included 3 citywide resulting in over 478,000 attendees of which 350,000 were on site for Anime and hosted an additional 4 filmings. Mr. Hilsge presented the financial data for July, reporting \$5.6M in gross revenue, which is lower than expected due to the loss of business including Gift Show and Victory Outreach and \$2.1M in expenses. Mr. Hilsge also reported that the July occupancy was 71%, which is line with past years and the economic impact was \$104M, \$93M from citywide events including \$90M from Anime.

Item 4c. LATCB Monthly Update – July

Mr. Darren Green noted that the Market Outlook Forum was a success and was the best attended ever. Mr. Green reported on the sales production for FY 2017-18 222 citywide leads and 2,606 self-contained leads resulted in a total of 765,836 booked room nights and noted that LATCB processed 30 leads, resulting in 40,261 room nights with a year-end goal of 220 leads and projected 390,000 room nights. Mr. Green provided an overview and distributed the LACTB regional guide to Los Angeles. Mr. Adam Burke provided an overview of regulatory requirements regarding how companies handle customer data for EU and UK citizens and how LATCB is complying globally with the General Data Protection Regulation.

Item 4d. CIP Monthly Update – July

Mr. Tom Fields presented a review of FY 2017-18 projects in progress and completed projects which included fixing 518 door closure contacts and new infrared cameras. Mr. Fields also presented the FY 2018-19 list of projects and equipment and reported that funding was approved for \$10.5M, \$9.4 funded by MICLA and \$1.1M funded from Fund 725.

Item 6a. Approval of FY 2017-18 AEG Discretionary Incentive Fee Actuals – Board Report #18-004

Ms. Diana Mangioglou presented the FY 2017-18 DIF actual metrics to the Board noting that for Category 1 expectations were met, for Category 2 expectations were met and for Category 3 actuals exceeded the goals. Ms. Mangioglou presented the CTD recommendation that the Board approve the payment of the DIF for FY 2017-18 in the amount of \$92,913.51.

UNANIMOUSLY APPROVED

Item 6b. Approval of proposed FY 2018-19 AEG Discretionary Incentive Fee Goals – Board Report #18-005

Ms. Diana Mangioglou presented the FY 2018-19 DIF goals for the Boards' consideration. The goals for Categories 1, 2, and 3 were reviewed and discussed. Ms. Mangioglou presented the CTD recommendation that the Board adopt the proposed goals for FY 2018-19.

UNANIMOUSLY APPROVED

ADJOURNMENT

The meeting was adjourned at 10:21 a.m.