

**MINUTES OF THE
HATTIESBURG CONVENTION COMMISSION
&
MANAGEMENT**

Minutes of a regularly scheduled meeting of the Board Members of the Hattiesburg Convention Commission of the City of Hattiesburg, Mississippi, held at the Lake Terrace Convention Center on...

December 2, 2021

Be it remembered that on the 2nd day of December, the Board Members of the Hattiesburg Convention Commission met. The meeting was called to order at **12:09 p.m.** by Andy Stetelman, past Chair of the Hattiesburg Convention Commission. The following Members of the Board were found to be present:

PRESENT

Aubrey Lucas
Charles Brown
Andy Stetelman
Traci Rouse
Clyde Bryant
Charlie Jones via ZOOM

ABSENT

Jennifer Payne

ALSO PRESENT

Rick Taylor, Management
Carey Varnado, Legal Counsel
Salem Bunkheila, Administration
Danielle Herrington, Administration
Jessica Cathey, Administration

Minutes from Previous Board Meeting

Upon motion made by Traci Rouse and, duly seconded by Clyde Bryant, and after a full discussion, there was a unanimous favorable vote of the Board to approve the Minutes from the previous meeting.

Financial Report

Rick Taylor presented the current Financial Report including the Claims Docket for the Operations and Maintenance, Revenue and Capital Expansion Funds for ratification. A motion was made by Charles Brown, duly seconded by Aubrey Lucas, and after a full discussion, there was a unanimous favorable vote of the Board to accept the financial reports and ratify the Claims Docket as presented.

Legal Report

Carey Varnado gave the Board an update on the status of the United Daughters of the Confederacy (UDC) house, which is in Kamper Park and in the path of growth of the Zoo. He is working with the City of Hattiesburg's attorney, on behalf of the Commission which is an interested party. He informed the Board that depositions are beginning now and anticipate possible court dates in February 2022.

Old Business

Rick Taylor informed the Board that the renovation of Smith Drug is underway with a tentative completion date of the end of January. The Commission is in the process of collecting historical décor and items to recreate the original interior design.

The Eureka commemorative wall is almost ready to bid. The wall is designed to represent the African American life in Hattiesburg. It will feature local leaders, prominent buildings and community events. The Commission is working with an artist from Portugal to have the selected photographs hand drawn and digitized.

Due to rapid growth, the HCC has reorganized its Facility Services Department (FS) structure by promoting key FS personnel to the position of a Property Manager. Each property manager is assigned a specific facility/area within the Commission's purview, such as Convention Center campus, Sixth Street Museum District/Saenger, and the Hattiesburg Zoo and environs. They are responsible for the maintenance and construction at their assigned area.

The Director of Museums has restructured her department by adding a Museum Operations & Education Supervisor and additional staff to handle the burgeoning workload of the museums coming online over the next two years.

A motion was made by Charles Brown, duly seconded by Aubrey Lucas, and upon unanimous approval of the Board to authorize the Executive Director and/or Director of Operations to issue a Bid Notice for the construction and installation of a roughly 10,000sf metal building to the metal selection determined by the Commission and upon the existing slab across Sixth Street from the African American Military History Museum not to exceed \$400,000. Said Bid will include additive alternates including utilities installation and connection, selected interior finishes, restrooms, a food service area, and other pertinent elements for operation of the military vehicle museum annex.

A motion was made by Traci Rouse, duly seconded by Aubrey Lucas, and upon unanimous approval of the Board to authorize the Executive Director and/or Director of Operations to issue a Bid Notice for the construction and installation of a 375lf Commemorative Wall (Sign) at Eureka School up to \$250,000. Said Bid will include construction of wall (sign) footers, masonry work, metal cabinets, power connections, led lighting, semi-translucent acrylic panels, and the printing of supplied graphics upon the acrylic panels.

Rick Taylor informed the Board that the HVAC system at the Lake Terrace Convention Center is in need of repair. A motion was made by Clyde Bryant duly seconded by Traci Rouse and upon unanimous approval of the Board to authorize the purchase of a replacement Trane RTAC 250-ton air-cooled screw chiller for the Lake Terrace Convention Center under a repair and installation contract from Terry Services, 500 Campbell Loop, Suite 80, Hattiesburg, MS that includes a full 36 month warranty, installation and ongoing direct service capacity by repair company, and integration into the existing Trane DOS-based operating software system. The Board certifies that due to the existing installed system (two 240-ton Trane chillers) the replacement of one of the units requires the proprietary product of a Trane replacement unit in order to mesh with the existing system (wiring, pipes, electrical) and the Trane DOS-based HVAC software control system currently in use within the facility, and is a component unit of the \$4 million HVAC system in the building. This repair is estimated as 3% of total system replacement cost.

Salem Bunkheila gave the Board an update on the Lawn at Lake Terrace development. He informed the Board that he has secured several sponsorships and believes that he will be able to secure more sponsorships with complete renderings of the amphitheater. He added that the Commission is consulting with Red Mountain Entertainment for the area design, staging, lighting, sound, general site orientation and amphitheater operations.

A motion was made by Aubrey Lucas, duly seconded by Clyde Bryant, and upon unanimous approval of the Board to authorize the Executive Director and/or Director of Operations to execute a professional services contract with Wier Boerner Allin (WBA) Architects of Jackson, Mississippi USA for design and architectural services for the development and installation of an amphitheater (The Lawn at Lake Terrace) on the campus of the Lake Terrace Convention Center. Design and architecture services are needed for amphitheater stage, stage roof, talent support facilities, loading docks, site design, VIP Lounge and restrooms, VIP seating areas, general guest restrooms, as well as POS structures and security design applications.

A motion was made by Aubrey Lucas, duly seconded by Traci Rouse, and upon unanimous approval of the Board to authorize the Executive Director and/or Director of Operations to execute a professional services contract with Red Mountain Entertainment of Birmingham, Alabama, USA for consultation services for the development, installation and operation of an amphitheater (The Lawn at Lake Terrace) on the campus of the Lake Terrace Convention Center. This professional services contract includes site analysis, sound, lighting and design engineering recommendations, operational considerations, ticketing, security planning, talent operations and other amphitheater component consultation.

Rick Taylor gave the Board an overview of the scheduled projects for the Hattiesburg Zoo. He informed the Board that Chance Rides of Wichita, KS is the only provider of a CP Huntington Electric Train system which includes a tracked electric locomotive and coaches with an automatic in-station charging system that will operate on the existing scale railroad tracks of the Hattiesburg Zoo, and is thus, a sole source provider.

A motion was made by Charles Brown, duly seconded by Aubrey Lucas and upon unanimous approval of the Board to ratify the execution of a contract with Chance Rides, Inc. of Wichita, Kansas for manufacture, delivery and installation of one CP Huntington Electric Train to include an electric locomotive, automatic in-station charging system, amplifier, four CP Huntington coaches with spare parts and 2-year warranty. The Board has received notification that certifies that Chance Rides is the only manufacturer of tracked electric trains fitting the track gauge of the Hattiesburg Zoo in the United States, and is thus, a sole source provider.

Rick Taylor informed the board that the Whitewater West, Inc. of Canada is the only provider of an all-in-one water play structural device that can meet the occupancy specifications of an excess of 1,000 on-device simultaneous users, as well as providing structurally integrated internal plumbing design, specialty fiberglass material design and manufacturing, and integrated components all of which address wind load and weather conditions specific to the site, and is thus, a sole source provider.

A motion was made by Clyde Bryant duly seconded by Charles Brown and upon unanimous approval of the Board to authorize the Executive Director and/or Director of Operations to execute a contract with Whitewater West Industries Ltd. of Richmond, BC, Canada for the manufacture, delivery and installation of a FusionFortress all-in-one water play structure at the Kamper Park/Hattiesburg Zoo site not to exceed \$6.5 million. The Board has received notification that certifies that the FusionFortress product is provided solely by Whitewater West Industries, Ltd due to proprietary design for on-apparatus occupant capacity in excess of 1,000 persons, structural internal plumbing design, silktek fiberglass material design and manufacturing, and integrated engineering and theming components to address wind load and weather conditions of sites within hurricane zones. This authorization to act on behalf of the Commission is predicated on final pricing not to exceed the limit set above, as well as in consultation with the Commission's legal counsel and an appropriate and formal path for overall financing of 2022 budgeted Commission-wide projects as approved in said budget.

Charlie Jones exited the meeting.

Rick Taylor informed the Board that the HCC has entered into professional services contracts with ProParks Attractions Group of Orlando, Florida for consultation services and Martin Aquatic of Orlando, Florida for aquatic engineering, mechanical equipment specifications, site and engineering design, and landscape design for the Kamper Park/Hattiesburg Zoo development. He also informed the Board that the HCC would like to contract with Albert and Robinson Architects of Hattiesburg, Mississippi USA for support facilities design and architectural services for the development and installation of a water park at the Kamper Park/Hattiesburg Zoo.

A motion was made by Aubrey Lucas, duly seconded by Clyde Bryant, and upon unanimous approval of the Board to ratify the professional services contract with ProParks Attractions Group of Orlando, Florida, USA for consultation services for the development, installation and operation of a water park at the Kamper Park/Hattiesburg Zoo site. This professional services contract includes site analysis, engineering support, design recommendations, construction and planning oversight, water park operational training and other services as determined to be in the best interest of the Commission in this project.

A motion was made by Clyde Bryant, duly seconded by Charles Brown, and upon unanimous approval of the Board to ratify the professional services contract with Martin Aquatic of Orlando, Florida, USA for aquatic engineering, mechanical equipment specifications, site and engineering design, and landscape design for the FusionFortress water park at the Kamper Park/Hattiesburg Zoo site.

A motion was made by Traci Rouse, duly seconded by Clyde Bryant, and upon unanimous approval of the Board to authorize the Executive Director and/or Director of Operations to execute a professional services contract with Albert and Robinson Architects of Hattiesburg, Mississippi USA for support facilities design and architectural services for the development and installation of a water park at the Kamper Park/Hattiesburg Zoo site. Structures anticipated include mechanical spaces, locker rooms, customer support facilities, ticketing facilities and may include retail and guest comfort facilities.

Rick Taylor added that Salem Bunkheila is researching the use of food trucks as an eatery in the water park to give flexibility and dual use to this aspect of the park during all seasons of the year.

New Business


There was no other new business to discuss at the meeting.

Operational Report

All operational matters were discussed in the previous portions of the meeting.

A motion was made by Traci Rouse adjourn the Commission meeting. This motion was seconded by Clyde Bryant and upon receiving a unanimous favorable vote, the Commission Meeting was adjourned.

Respectfully submitted:


Jennifer Payne, Chair

Attest:



Richard Taylor, Executive Director