

MINUTES OF THE 55th MEETING OF THE CONVENTION CENTER AUTHORITY OF THE METROPOLITAN GOVERNMENT OF NASHVILLE & DAVIDSON COUNTY

The 55th meeting of the Convention Center Authority of the Metropolitan Government of Nashville and Davidson County (CCA) was held on November 13, 2014 at 9:00 a.m., in the Administrative Board Room of the Administrative Offices at the Music City Center, Nashville, Tennessee.

AUTHORITY MEMBERS PRESENT: Marty Dickens, Irwin Fisher Francis Guess, Willie McDonald, Mona Lisa Warren, Leo Waters

AUTHORITY MEMBERS NOT PRESENT: Waverly Crenshaw, Vonda McDaniel, Luke Simons, and Vice-Mayor Diane Neighbors, Ex-Officio

OTHERS PRESENT: Rich Riebeling, Charles Starks, Charles Robert Bone, Beverly Bennett, Jasmine Quattlebaum, Brian Ivey, Mary Brette Clippard, Heidi Runion, Joe Steele, Natasha Blackshear, Eileen McGinn, Lauren Peach, Gina Inkum, Harvey Hoskins, Stephanie Harris, Kim McDaniel and EJ Boyer

The meeting was opened for business at 9:00 am by Chair Marty Dickens who stated that a quorum was present.

The next meeting is currently scheduled for December 2, 2014.

ACTION: Appeal of Decisions from the Convention Center Authority of the Metropolitan Government of Nashville and Davidson County – Pursuant to the provisions of § 2.68.030 of the Metropolitan Code of Laws, please take notice that decisions of the Convention Center Authority may be appealed if and to the extent applicable to the Chancery Court of Davidson County for review under a common law writ of certiorari. These appeals must be filed within sixty days after entry of a final decision by the Authority. Any person or other entity considering an appeal should consult with private legal counsel to ensure that any such appeals are timely and that all procedural requirements are met.

ACTION: Willie McDonald made a motion to approve the 54th Meeting Minutes of September 11, 2014. The motion was seconded by Mona Lisa Warren and approved unanimously by the Authority.

Francis Guess introduced Eileen McGinn from KPMG who reported on the KPMG/Hoskins& Company FY'14 Audit and there was discussion

ACTION: Francis Guess made a motion accepting the audit of the financial statements as of June 30, 2014. The motion was seconded by Willie McDonald and approved unanimously by the Authority.

Francis Guess gave an update on the 1st Quarter Financial meeting with Charles Starks and Heidi Runion and there was discussion.

Francis Guess gave an update on the DBE & Development Committee

Jasmine Quattlebaum reviewed the DBE results and there was discussion (Attachment #1).

Mona Lisa Warren gave an update on the Marketing & Operations Committee.

Brian Ivey reviewed the sales territories and goals and there was discussion (Attachment #1).

Rich Riebeling gave an update on area hotels and there was discussion.

Charles Robert Bone gave an update on the Country Music Hall of Fame Expansion Project and proposed rent abatement and there was discussion.

ACTION: Leo Waters made a motion [i] approving the final accounting of the Hall of Fame Expansion Project and [ii] approving the rent abatement of \$250,000 as reimbursement for their payment of work advanced on behalf of the Authority, and authorizing Mr. Starks to take any actions necessary or appropriate to formalize the foregoing. The motion was seconded by Mona Lisa Warren and approved unanimously by the Authority with Francis Guess abstaining.

Charles Starks gave an update on the RFP for Meeting Facilitator and there was discussion (Attachment #2).

ACTION: Francis Guess made a motion [i] accepting the recommendation of the evaluation committee and [ii] authorizing Charles Starks to negotiate and execute an agreement with Credo Management Consulting for meeting facilitation services on substantially the same terms as set forth in the RFP and considered this day. The motion was seconded by Irwin Fisher and approved unanimously by the Authority.

Charles Starks gave an update on the parking proposal with Highwoods Properties and there was discussion.

ACTION: Willie McDonald made a motion [i] approving a monthly vehicle parking license agreement with Highwoods Properties or its designee and [ii] authorizing Charles Starks to negotiate and execute an agreement with Highwoods on substantially

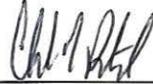
the same terms as considered this day. The motion was seconded by Leo Waters and was approved with 5 voting in favor and 1 against by the Authority.

Charles Starks then gave an operations update which included a tax collection update, tours update, presentation of the Music City Wayfinding App, as well as a check presentation to the Second Harvest Food Bank and there was discussion (Attachment #1).

Leo Waters tendered his resignation from the Convention Center Authority effective with the conclusion of this meeting.

With no additional business a motion was made to adjourn, with no objection the Authority adjourned at 10:39 a.m.

Respectfully submitted,



Charles L. Starks
President & CEO
Convention Center Authority

Approved:



Marty Dickens, Chair
CCA 55th Meeting Minutes
of November 13, 2014

Convention Center Authority
November 13, 2014

Appeal of Decisions
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Convention Center Authority
November 13, 2014

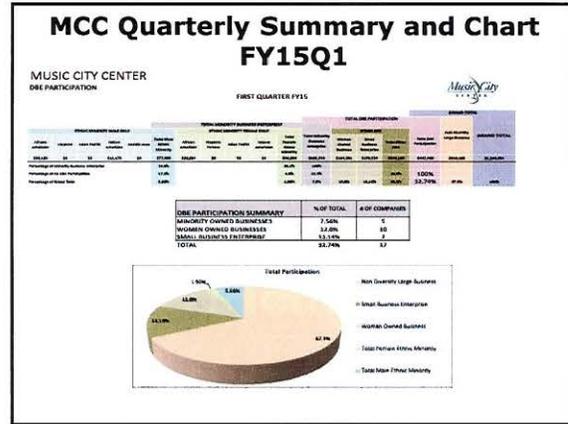
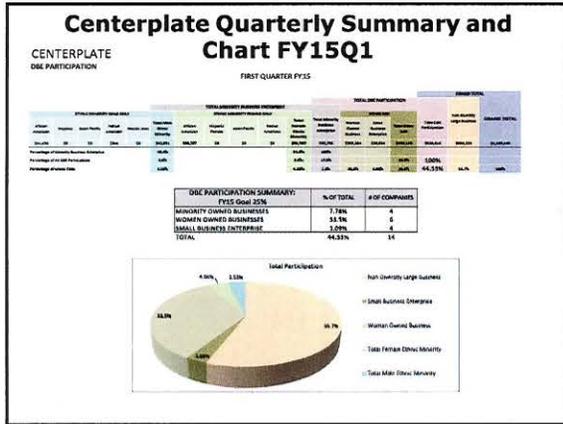
**KPMG /Hoskins & Company
FY'14 Audit**

DBE & Development Committee Update

LMG Summary and Chart FY15Q1

LMG DBE Participation FY15 First Quarter

DBE Participation Summary		# OF COMPANIES	
LMG DBE FY15 Goal	\$206,000	MINORITY OWNED BUSINESSES	0
1st Qtr DBE Dollars Spent	\$85,920	WOMEN OWNED BUSINESSES	0
% of DBE Goal 1st Qtr	42%	SMALL BUSINESS ENTERPRISE	2
		TOTAL	2



Marketing & Operations Committee Update



MCC Sales Goals FY 2015

	FY 2014 Goal			FY 2014 Actual			FY 2015 Goal		
	Rental	F&B	Combined	Rental	F&B	Combined	Rental	F&B	Combined
VA/MD Suberbe (Fields)	\$1.29 mil	\$1.23 mil	\$2,500,000	\$880,450	\$1,175,000	\$2,055,450	\$1 mil	\$1.1 mil	\$2,100,000
DC Proper Slate Cook (McAlister)	\$800k	\$500k	\$1,300,000	\$171,700	\$172,800	\$344,500	\$400k	\$500k	\$900,000
Midwest (Stroh)	\$1 mil	\$1.5 mil	\$2,500,000	\$669,932	\$955,500	\$1,625,432	\$300k	\$1.2 mil	\$2,100,000
West/ Religious (Jones)	\$1.5 mil	\$1.5 mil	\$3,000,000	\$405,071	\$500,000	\$905,071	\$300k	\$1.1 mil	\$2,000,000
Southeast (Ingram)	\$350k	\$1.5 mil	\$2,450,000	\$1,552,200	\$1,623,300	\$3,175,700	\$1.3 mil	\$1.2 mil	\$2,500,000
Short-term (Rica)	\$500k	\$1 mil	\$1,900,000	\$293,893	\$544,800	\$838,693	\$300k	\$750k	\$1,250,000
Catering Sales Team	\$350k	\$950k	\$1,300,000	\$789,787	\$4,861,424	\$5,651,211	\$800k	\$3.75 mil	\$4,350,000
Total	\$6.75 mil	\$8.95 mil	\$16,000,000	\$4,702,942	\$9,832,824	\$14,535,767	\$5.6 mil	\$9.65 mil	\$15,252,000

Operations Updates

MCC/Hotel Tax Collection As of August 31, 2014

	2/5 of 5% Occupancy Tax	Net 1% Occupancy Tax	\$2 Room Tax	Contracted Vehicle Tax	Rental Vehicle Tax	Campus Tax	Total	Variance to FY 13-14
July	\$1,391,212	\$581,047	\$1,103,542	\$42,421	\$131,476	\$1,191,677	\$4,441,376	43.43%
August	\$1,442,392	\$606,036	\$1,083,091	\$70,025	\$122,060	\$1,292,859	\$4,616,463	40.60%
September								
October								
November								
December								
January								
February								
March								
April								
May								
June								
YTD Total	\$2,833,604	\$1,187,083	\$2,186,633	\$112,446	\$253,536	\$2,484,636	\$9,057,839	41.97%

These numbers are still subject to change by Metro/Division of Accounts Auditors

MCC/Hotel Tax Collection

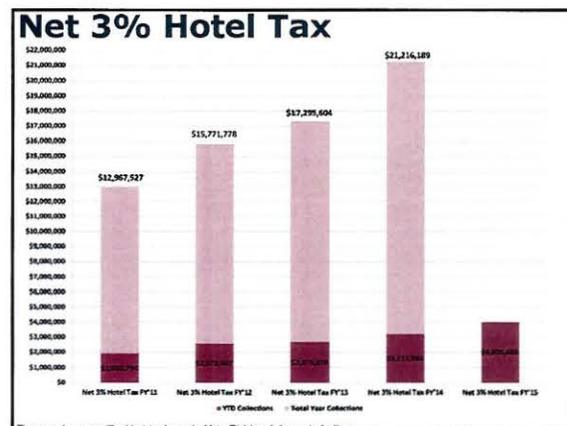
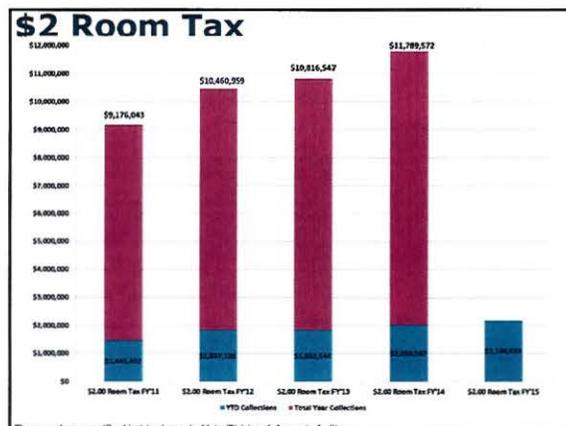
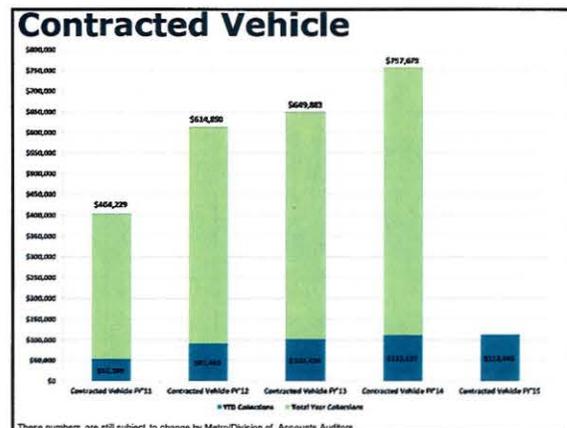
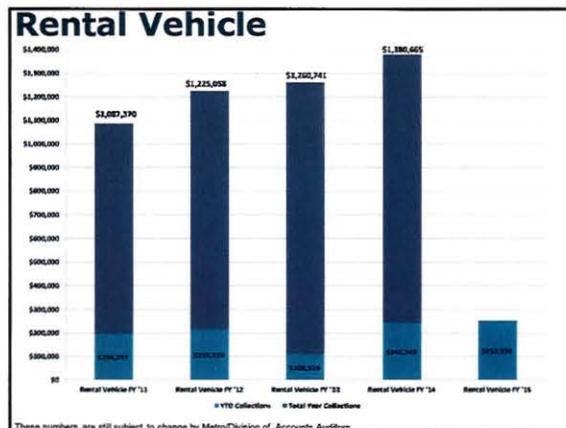
MCC Portion of August 2014 Tourism Tax Collections

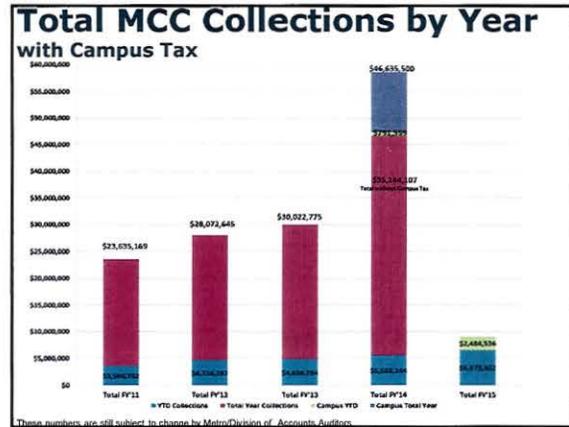
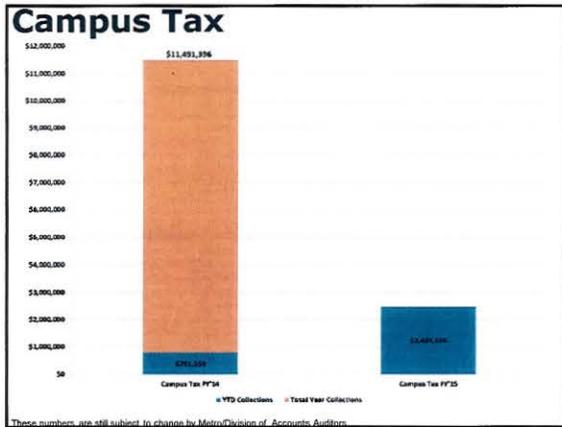
	FY 2014	FY 2015	Variance
2/5 of 5% Occupancy Tax	\$1,143,196	\$1,442,392	26.17%
Net 1% Occupancy Tax	\$466,755	\$606,036	29.84%
\$2 Room Tax	\$986,724	\$1,083,091	9.77%
Contracted Vehicle	\$52,868	\$70,025	32.45%
Rental Vehicle	\$159,170	\$122,060	-23.31%
Campus Sales Tax	\$474,648	\$1,292,859	172.38%
Total Tax Collections	\$3,283,361	\$4,616,463	40.60%

MCC Portion of Year-to-Date FY2015 Tourism Tax Collections

	FY 2014	FY 2015	Variance
2/5 of 5% Occupancy Tax	\$2,280,486	\$2,833,603	24.25%
Net 1% Occupancy Tax	\$931,396	\$1,187,083	27.45%
\$2 Room Tax	\$2,020,587	\$2,186,633	8.22%
Contracted Vehicle	\$112,127	\$112,446	0.28%
Rental Vehicle	\$243,749	\$253,536	4.02%
Campus Sales Tax	\$793,559	\$2,484,536	213.88%
SubTotal YTD Tax Collections	\$6,379,904	\$9,057,838	41.97%
TDE Sales Tax Increment	\$482,554	\$1,548,936	225.229%
Total YTD Tax Collections	\$6,862,458	\$10,606,774	206.28%

These numbers are still subject to change by Metro/Division of Accounts Auditors





SEPTEMBER Events

- 36 Events
- 38,457 Attendees
- 10,371 Room Nights
- \$9,152,401 Economic Impact

OCTOBER Events

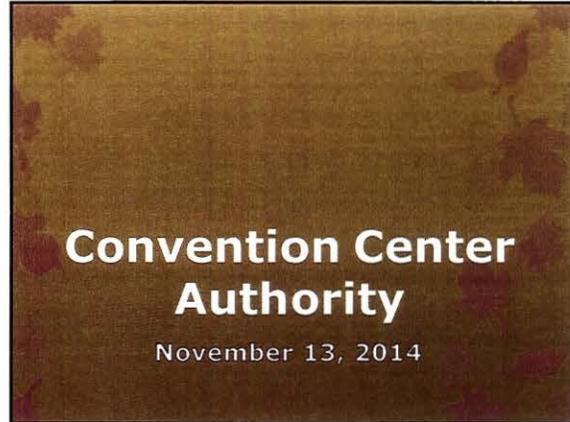
- 34 Events
- 38,395 Attendees
- 47,833 Room Nights
- \$22,867,642 Economic Impact

SEPTEMBER & OCTOBER Tours & Site Visits

- SEPTEMBER:
 - 20 Sales Site Visits
 - 7 Group Tours with 167 attendees. This included 3 public tours with 75 attendees.
- OCTOBER:
 - 15 Sales Site Visits
 - 11 Group Tours with 166 attendees. This includes 2 public tours with 26 attendees.

Music City Center Wayfinding App

Indoor Wayfinding





RFP Intent to Award Summary Sheet for the Music City Center

RFP: *Meeting Facilitator for the Music City Center*

Selected Vendor:

Credo Management Consulting

Compensation and Cost:

Credo Management Consulting will be compensated as follows:

Half Day Meeting Facilitation	\$ 1,500.00
Full Day Meeting Facilitation	\$3,000.00
Per Hour Rate for Additional Services	\$150.00 per hour

The per hour rate will apply to all hours spent in preparation and follow up after each meeting.

Term:

Three (3) year term

One time option to extend for two (2) additional one year term at the sole discretion of the CCA

DBE participation:

100 % Small Business/Women Owned Business

Other Vendors that Submitted Bids:

Brown Pearman Russell

FocusWorks

pmfaith Consulting

