

MINUTES OF THE 70th MEETING OF THE CONVENTION CENTER AUTHORITY OF THE METROPOLITAN GOVERNMENT OF NASHVILLE & DAVIDSON COUNTY

The 70th meeting of the Convention Center Authority of the Metropolitan Government of Nashville and Davidson County (CCA) was held on January 5, 2017 at 9:00 a.m. in the Administrative Conference Room of the Administrative Offices at the Music City Center, Nashville, Tennessee.

AUTHORITY MEMBERS PRESENT: Marty Dickens, Irwin Fisher, Willie McDonald, Randy Rayburn, and Renata Soto

AUTHORITY MEMBERS NOT PRESENT: Vonda McDaniel, Randy Goodman, David McMurry, and Luke Simons

OTHERS PRESENT: Charles Starks, Charles Robert Bone, Larry Atema, Jasmine Quattlebaum, Donna Gray, Mary Brette Wylly, Mary Anne Morris, Jordan Wyman, Brian Ivey, Mary Roskilly, Curtis Lesh, and Patrick Holcombe

Chair Marty Dickens opened the meeting for business at 9:01 a.m. and stated that a quorum was present.

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: Irwin Fisher made a motion to approve the 69th Meeting Minutes of November 9, 2016. Randy Rayburn seconded the motion, and the Authority approved unanimously.

The next regularly scheduled meeting is scheduled for February 2, 2017.

Charles Starks discussed the business need for the construction for the Food and Beverage Outlet, Exhibit Hall Concourse Expansion and the Davidson Ballroom

Prefunction Expansion (Attachment #1) and the Authority's DBE & Development Committee's anticipated oversight of the project, and there was discussion.

Larry Atema discussed the budget for the construction for the Food and Beverage Outlet, Exhibit Hall Concourse Expansion and the Davidson Ballroom Prefunction Expansion (Attachment #1), and there was discussion.

ACTION: Randy Rayburn made a motion approving the construction of the Food and Beverage Outlet, Exhibit Hall Concourse Expansion and the Davidson Ballroom Prefunction Expansion and related improvements and enhancements in an amount not to exceed \$19,945,000. Irwin Fisher seconded the motion, and the Authority approved unanimously.

Charles Starks provided an update on the RFP that selected KPMG which was originally a 1 year contract, but gave the Authority the option to retain KPMG for 4 subsequent years subject to annual review and recommendation (and availability of funds). This would be the second year (Attachment #1), and there was discussion.

ACTION: Willie McDonald made a motion approving the amendment of the KPMG engagement letter extending the engagement for a subsequent year to cover the audit of financial statements as of and for the year-ended June 30, 2017 and authorizing Mr. Dickens to execute the Amendment and take any actions necessary or appropriate to formalize that amendment. Renata Soto seconded the motion, and the Authority approved unanimously.

Charles Starks and Jasmine Quattlebaum provided an update on the RFP that selected Plants Alive which was originally a 3 year contract, with a 2 year renewal (Attachment #2), and there was discussion.

ACTION: Irwin Fisher made a motion authorizing Charles Starks to negotiate and execute an amendment to the interior landscaping services agreement with Plants Alive exercising the option to extend the agreement for an additional two years from March 31, 2017 to March 31, 2019 on substantially the same terms as set forth in the RFP and considered this day. Willie McDonald seconded the motion, and the Authority approved unanimously.

Charles Starks provided some background and recommendation of becoming a member of Tennessee Thrives and contributing \$5,000 to the Tennessee Thrives coalition (Attachment #1) and there was discussion.

ACTION: Renata Soto made a motion directing the Music City Center to join the Tennessee Thrives coalition and to make a contribution of \$5,000. Randy Rayburn seconded the motion, and the Authority approved unanimously.

Charles Starks and Jasmine Quattlebaum presented the FY '17 1st Quarter DBE Results (Attachment #1) and there was discussion.

Charles Starks presented an update on the installation of the Exhibit Hall Concourse LED Signage (Attachment #1) and there was discussion.

Charles Starks presented an update on Tax Collections (Attachment #1) and there was discussion.

With no additional business, the Authority unanimously moved to adjourn at 10:18 a.m.

Respectfully submitted,



Charles L. Starks
President & CEO
Convention Center Authority

Approved:



Marty Dickens, Chair
CCA 70th Meeting Minutes
of January 5, 2017

CONVENTION CENTER AUTHORITY



JANUARY 5th, 2017

APPEAL OF DECISIONS

Appeal of Decisions from the Convention Center Authority-
 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.

HAPPY BIRTHDAY



Vonda McDaniel
December 18th



Randy Rayburn
January 24th



CONSTRUCTION PROPOSAL

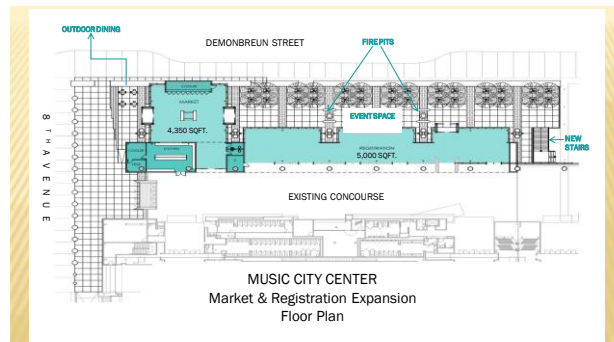
RETAIL MARKET & CONCOURSE EXPANSION

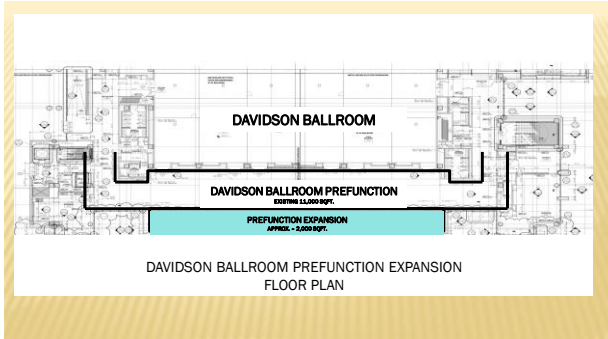
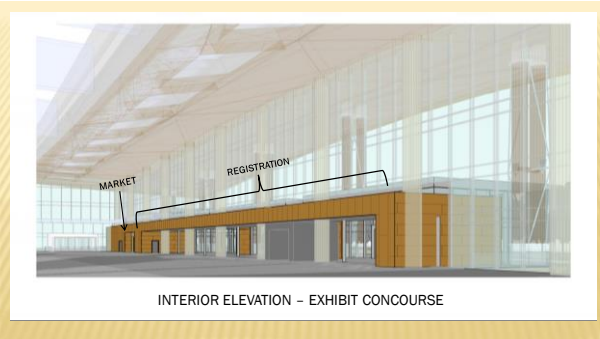
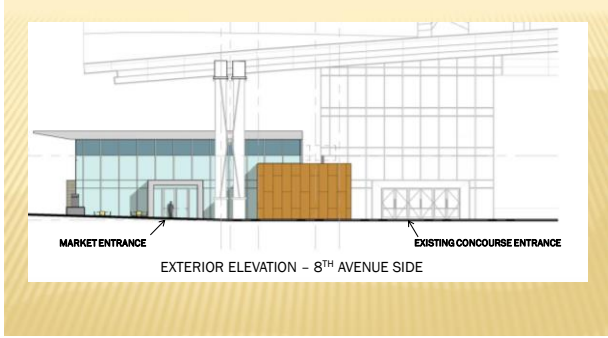
EXPANSION

- + 5,000 Sqft. of additional Concourse / Registration space
- + 4,350 Sqft. of new Market / Kitchen facility

FEATURES

- + Prepared Food & Beverage
- + Indoor/Outdoor Seating
- + Event & Registration Space
- + Stairs to & from Parking Garage
- + Market convenient to hotels & exhibit halls





ENHANCEMENT & IMPROVEMENT PROJECT BUDGET

Davidson Ballroom - Prefunction Area Expansion

• Design & Engineering	\$ 185,000.00
• Construction	\$ 2,620,000.00
• Project Management	\$ 145,000.00
• Contingency	\$ 200,000.00
Total Davidson Prefunction	\$ 3,150,000.00

Concourse Expansion & Market / Food Service Addition

• Design & Engineering	\$ 795,000.00
• Construction	\$ 11,665,000.00
• Project Management	\$ 595,000.00
• Contingency	\$ 890,000.00
Total Concourse / Market Addition	\$ 13,945,000.00

MCC Enhancements & Improvements

• Furniture, Fixtures & Equipment (Market, Registration & Prefunction)	\$ 775,000.00
• Design & Engineering	\$ 175,000.00
• Construction	\$ 1,435,000.00
• Exterior Security Enhancements & Bollards	
• Lower Plaza - Power, Lighting & Landscape Improvements	
• Garage Pedestrian Safety / Access and Drainage Improvements	
• HVAC Control & Improvements [Select Areas]	
• Other Building Enhancements & Improvement	
• Project Management	\$ 170,000.00
• Contingency	\$ 295,000.00
Total Building Improvements	\$ 2,850,000.00

TOTAL MCC ENHANCEMENT & IMPROVEMENT PROJECTS \$ 19,945,000.00

• Design & Engineering - Approximately 6.5% - 7.0%
 • Project Management - Approximately 4.8% - Including:
 • Permit & Fee's, Insurance, Commissioning
 • Special Inspections, Testing & Management
 • Contingency - Overall Project Approximately 6.8%
 DBE - Minimum 20%

OPERATIONS UPDATE

CONTRACT EXTENSIONS

KPMG

PLANTS ALIVE

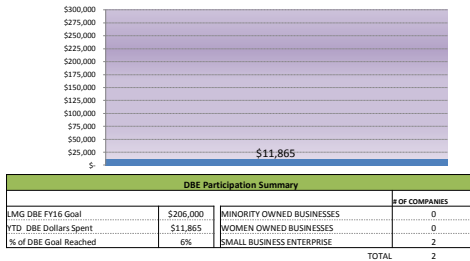
TENNESSEE THRIVES



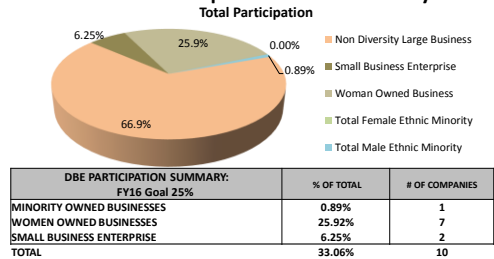
We believe that equal treatment of all Tennesseans and visitors is essential to maintaining Tennessee's strong brand as a growing and exciting home for business innovation, economic development, a best-in-class workforce, and dynamic entertainment, travel and Tourism industries.

FY '17 1ST QUARTER DBE RESULTS

LMG FY17 1st Quarter DBE Participation



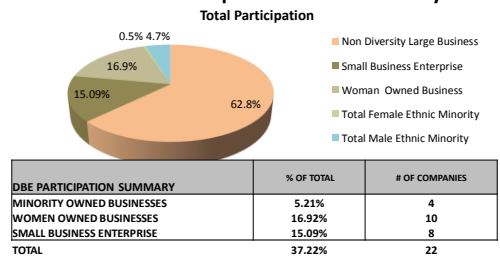
Centerplate FY17 1st Quarter DBE Participation Summary



Centerplate FY17 1st Quarter DBE Participation Dollars Spent

DBE Classification	DBE Dollars Spent:
Ethnic Minority Male	
African American Owned	\$7,839 (0.89%)
Total Minority Business Enterprise	\$7,839 (0.89%)
Total Woman Owned	\$228,973 (25.92%)
Total Small Business	\$55,166 (6.25%)
Total DBE Participation	\$291,978 (33.06%)
Total Non Diversity Business	\$591,313 (66.9%)

Music City Center FY17 1st Quarter DBE Participation Summary



Music City Center FY17 1st Quarter DBE Participation Dollars Spent

DBE Classification	DBE Dollars Spent:
Ethnic Minority Male	
African American Owned	\$78,196 (4.7%)
Ethnic Minority Female	
African American Owned	\$9,073 (0.5%)
Total Minority Business Enterprise	\$87,269 (5.2%)
Total Woman Owned	\$283,429 (16.9%)
Total Small Business	\$252,632 (15.1%)
Total DBE Participation	\$623,330 (37.22%)
Total Non Diversity Business	\$1,051,299 (100%)

OMNI 2016 Local Participation

COMMITMENT TO LOCAL HIRING	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Total FTEs GOAL: 300	242	715	284	712	267	713	711	714	711			
# FTEs (40 hours) Residents of Nashville Metropolitan Statistical Area Goal: 250	649	300	712	691	694	392	696	392	706			
# FTEs (40 hours) Residents of Davidson County Goal: 200	661	573	583	573	576	589	568	568	572			

OMNI 2016 DBE Participation

SUPPLY AND SERVICE INFRASTRUCTURE COMMITMENT	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	2016 Total
Nashville Metropolitan Statistical Area Business Goal: \$100,000/yr.	\$151,764	\$160,048	\$134,387	\$156,095	\$139,480	\$157,255	\$114,762	\$149,101	\$115,506				\$1,410,118
Small, minority and women owned business enterprises Goal: \$50,000/yr.	\$23,263	\$28,101	\$27,414	\$30,086	\$28,811	\$28,819	\$31,810	\$25,742	\$27,326				\$192,194

EXHIBIT HALL CONCOURSE LED SIGNAGE



MCC/HOTEL TAX COLLECTION

As of October 31, 2016

	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 15-16
July	\$1,847,920	\$792,661	\$1,210,579	\$131,291	\$144,778	\$2,205,965	\$6,333,194	19.11%
August	\$1,720,791	\$761,538	\$1,157,888	\$137,780	\$141,582	\$1,609,885	\$5,529,464	13.76%
September	\$1,775,760	\$781,065	\$1,127,450	\$158,112	\$146,460	\$728,874	\$4,717,745	-7.57%
October	\$1,938,401	\$833,490	\$1,149,688	\$74,982	\$148,399	\$1,634,074	\$5,779,033	-6.84%
November							\$0	
December							\$0	
January							\$0	
February							\$0	
March							\$0	
April							\$0	
May							\$0	
June							\$0	
YTD Total	\$7,282,892	\$3,168,757	\$4,645,605	\$502,165	\$581,219	\$6,178,797	\$22,359,435	21.48%

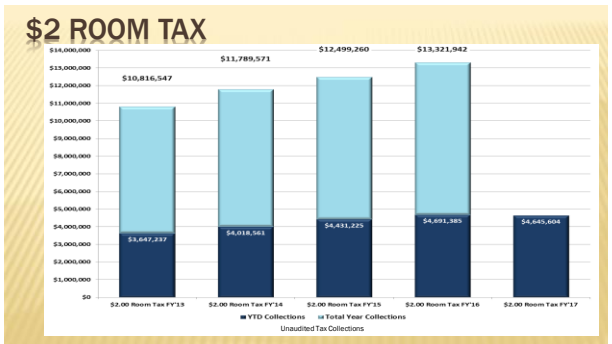
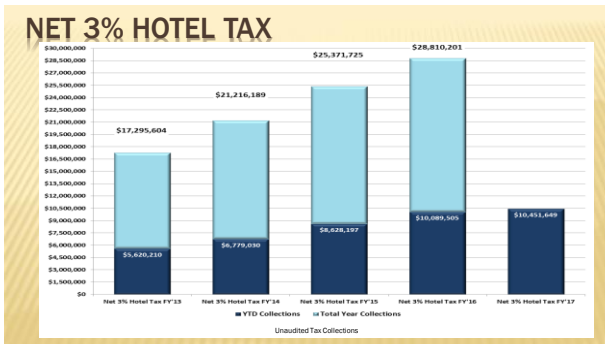
MCC/HOTEL TAX COLLECTION

MCC Portion of October 2016 Tourism Tax Collections

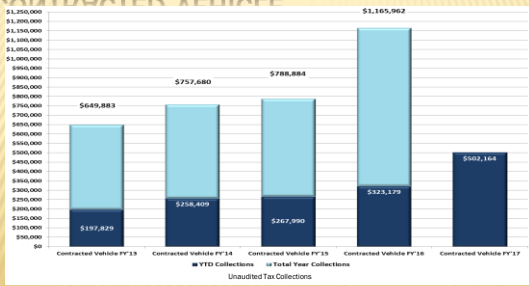
	FY 2016	FY 2017	Variance
2/5 of 5% Occupancy Tax	\$2,066,292	\$1,938,401	-6.19%
Net 1% Occupancy Tax	\$881,945	\$833,490	-5.49%
\$2 Room Tax	\$1,245,924	\$1,149,688	-7.72%
Contracted Vehicle	\$128,432	\$74,982	-41.62%
Rental Vehicle	\$149,942	\$148,399	-1.03%
Campus Sales Tax	\$1,730,713	\$1,634,074	-5.58%
TDZ Sales Tax Increment	\$0	\$0	0.00%
Total Tax Collections	\$6,203,247	\$5,779,033	-6.06%

MCC Portion of Year-to-Date FY2017 Tourism Tax Collections

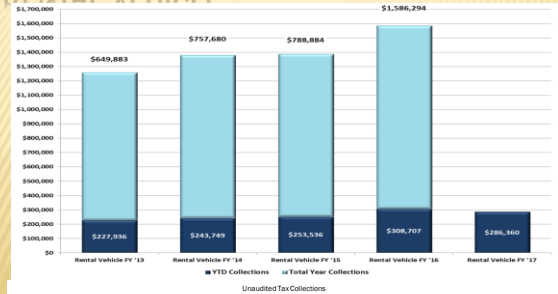
	FY 2016	FY 2017	Variance
2/5 of 5% Occupancy Tax	\$7,028,028	\$7,282,892	3.63%
Net 1% Occupancy Tax	\$3,061,477	\$3,168,757	5.09%
\$2 Room Tax	\$4,691,385	\$4,645,604	-0.98%
Contracted Vehicle	\$323,097	\$502,164	55.42%
Rental Vehicle	\$584,667	\$581,219	-0.59%
Campus Sales Tax	\$5,796,726	\$6,178,797	6.59%
TDZ Sales Tax Increment	\$15,669,415	\$22,778,163	45.37%
Total YTD Tax Collections	\$37,154,796	\$45,137,597	21.49%



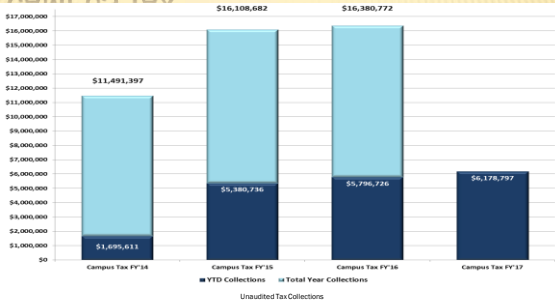
CONTRACTED VEHICLE



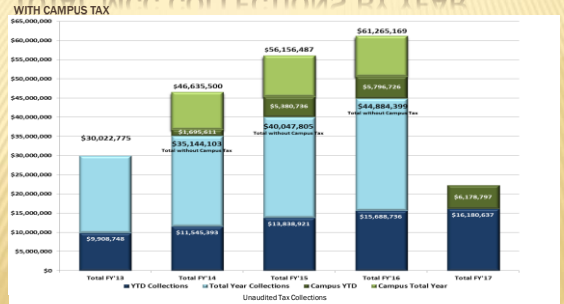
RENTAL VEHICLE



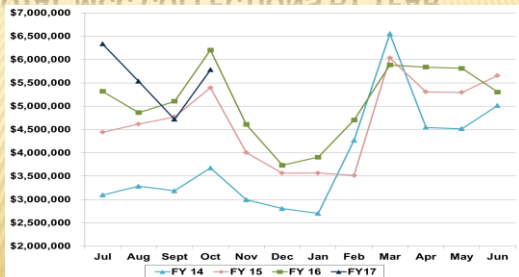
CAMPUS TAX



TOTAL MCC COLLECTIONS BY YEAR WITH CAMPUS TAX



TOTAL MCC COLLECTIONS BY YEAR



NOVEMBER EVENTS

- 22 Events
- 30,936 Attendees
- 42,880 Room Nights
- \$15,586,287 Economic Impact

DECEMBER EVENTS

- 14 Events
- 5,284 Attendees
- 90 Room Nights
- \$730,041 Economic Impact

NOVEMBER TOURS & SITE VISITS

- 16 Sales Site Visits
- 5 Group tours with 142 attendees

DECEMBER TOURS & SITE VISITS

- 5 Sales Site Visits

CONVENTION CENTER AUTHORITY



JANUARY 5th, 2017



Contract Extension Summary Sheet for the Music City Center

Contract Service: *Interior Landscaping*
Provide Interior Landscaping and Holiday Decoration Services for the Music City Center

Contracted Vendor: *Plants Alive*

Contract Value:	Monthly Maintenance	\$500.00	
		2017	2018
	Labor to install holiday decorations	\$7,342.00	\$7,460.00
	Labor to takedown holiday decorations	\$2,622.00	\$2,664.00
	Holiday Storage	\$2,844.00	\$2,892.00

Term Extension: March 31, 2017 - March 31, 2019

DBE participation: Plants Alive is a Women-Owned Business

Justification for Extension:

Plants Alive has done a very good job maintaining our interior plants. They also do an outstanding job with our holiday decorations.