

MINUTES OF THE 96th MEETING OF THE CONVENTION CENTER AUTHORITY OF THE METROPOLITAN GOVERNMENT OF NASHVILLE & DAVIDSON COUNTY

The 96th meeting of the Convention Center Authority of the Metropolitan Government of Nashville and Davidson County (CCA) was held on September 3, 2020 at 9:00 a.m. – Virtual Zoom Meeting.

AUTHORITY MEMBERS PRESENT: Marty Dickens, *Robert Davidson, Irwin Fisher, Barrett Hobbs, *David McMurry, Seema Prasad, Randy Rayburn and Leigh Walton

AUTHORITY MEMBERS NOT PRESENT: Vonda McDaniel

OTHERS PRESENT: Charles Starks, Charles Robert Bone, Heidi Runion, Brian Ivey, Jasmine Quattlebaum, Donna Gray and Cara Lippman

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.

The Convention Center Authority thanked Leigh Walton for her dedicated service to the Board (Attachment #1) and there was discussion.

ACTION: Irwin Fisher made a motion to approve the 95th Meeting Minutes of July 16, 2020. The motion was seconded by Randy Rayburn and approved unanimously by the Authority.

The next regularly scheduled meeting is scheduled for Thursday, October 15, 2020 at 9:00 am.

Charles Starks and Jasmine Quattlebaum provided information on the RFP Valet Parking Services (Attachments #1 and #2) and there was discussion.

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

*Denotes the arrival of Robert Davidson

Charles Starks and Jasmine Quattlebaum provided information on the RFP Composting Services (Attachments #1 and #3) and there was discussion.

ACTION: Seema Prasad made a motion [i] accepting the recommendation of the evaluation committee and [ii] authorizing Charles Starks to negotiate and execute an agreement with The Compost Co. for composting 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 and Jasmine Quattlebaum provided a DBE Update (Attachment #1) and there was discussion.

*Denotes the arrival of David McMurry

Charles Starks and Brian Ivey provided an update on Lost Business due to COVID-19 (Attachment #1) and there was discussion.

Charles Starks provided an update on STR, LLC Statistics for Davidson County and downtown hotels (Attachment #1) and there was discussion.

Charles Starks and Heidi Runion provided a Financial Forecast update (Attachment #1) and there was discussion.

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

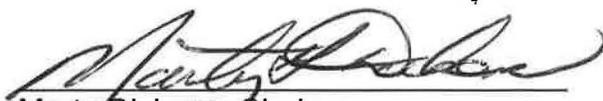
With no additional business, the Authority unanimously moved to adjourn at 9:38 a.m.

Respectfully submitted,



Charles L. Starks
President & CEO
Convention Center Authority

Approved:



Marty Dickens, Chair
CCA 96th Meeting Minutes
of September 3, 2020

Convention Center Authority



September 3, 2020



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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.

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Happy Birthday!



 <p>Marty Dickens August 22nd</p>	 <p>Seema Prasad September 1st</p>	 <p>Barrett Hobbs September 27th</p>
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We appreciate your dedicated service to the CCA Board



Leigh Walton
Board Member 2017 - 2020

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OPERATIONS UPDATE

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RFP Valet Parking Services

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RFP Composting Services

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DBE Update FY2020 4th Quarter & Year End Reports

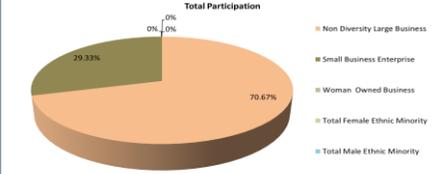
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LMG FY20 4th Quarter DBE Participation Summary



DBE PARTICIPATION SUMMARY:		
FY20 Goal 20%	% OF TOTAL	# OF COMPANIES
MINORITY OWNED BUSINESS	0.00%	0
WOMAN OWNED BUSINESS	0.00%	0
SMALL BUSINESS ENTERPRISE	29.33%	2
TOTAL	29.33%	2

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LMG FY20 4th Quarter DBE Participation Dollars Spent

DBE Classification	DBE Dollars Spent:
Total Minority Business Enterprise	\$0 (0%)
Total Woman Owned	\$0 (0%)
Total Small Business	\$1,563 (29.33%)
Total DBE Participation	\$1,563 (29.33%)
Total Non Diversity Business	\$3,765 (70.67%)

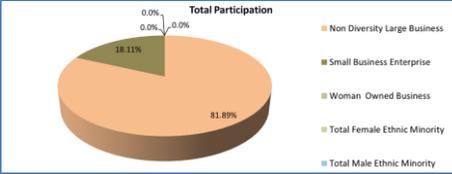
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LMG FY20 YTD DBE Participation Summary as of 6/30/2020



DBE PARTICIPATION SUMMARY:		
FY20 Goal 20%	% OF TOTAL	# OF COMPANIES
MINORITY OWNED BUSINESS	0.00%	0
WOMAN OWNED BUSINESS	0.00%	0
SMALL BUSINESS ENTERPRISE	18.11%	2
TOTAL	18.11%	2

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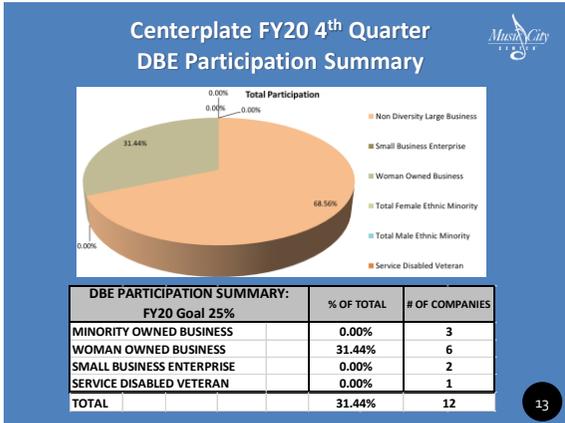
LMG FY20 YTD DBE Participation Dollars Spent as of 6/30/2020

DBE Classification	DBE Dollars Spent:
Total Minority Business Enterprise	\$0 (0%)
Total Woman Owned	\$0 (0%)
Total Small Business	\$259,290 (18.11%)
Total DBE Participation	\$259,290 (18.11%)
Total Non Diversity Business	\$1,172,472 (81.89%)

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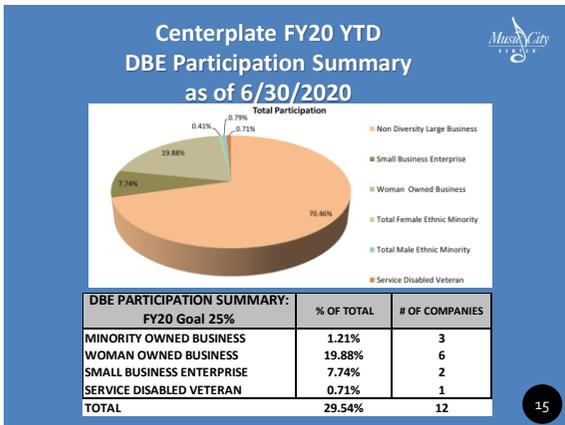


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Centerplate FY20 4th Quarter DBE Participation Dollars Spent

DBE Classification	DBE Dollars Spent:
Ethnic Minority Male	
African American Owned	\$0
Ethnic Minority Female	
African American Owned	\$0
Hispanic Female Owned	\$0
Total Minority Business	\$0
Total Woman Owned	\$281 (31.44%)
Total Small Business	\$0
Total Service Disabled Veteran	\$0
Total DBE Participation	\$281 (31.44%)
Total Non Diversity Business	\$612 (68.56%)

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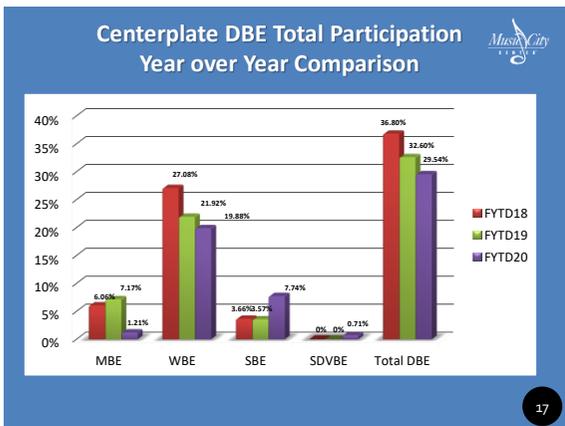


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Centerplate FY20 YTD DBE Participation Dollars Spent as of 6/30/2020

DBE Classification	DBE Dollars Spent:
Ethnic Minority Male	
African American Owned	\$42,363
Ethnic Minority Female	
African American Owned	\$1,655
Hispanic Female Owned	\$20,311
Total Minority Business	\$64,330 (1.21%)
Total Woman Owned	\$1,061,092 (19.88%)
Total Small Business	\$413,277 (7.74%)
Total Service Disabled Veteran	\$38,012 (0.71%)
Total DBE Participation	\$1,576,711 (29.54%)
Total Non Diversity Business	\$3,761,483 (70.46%)

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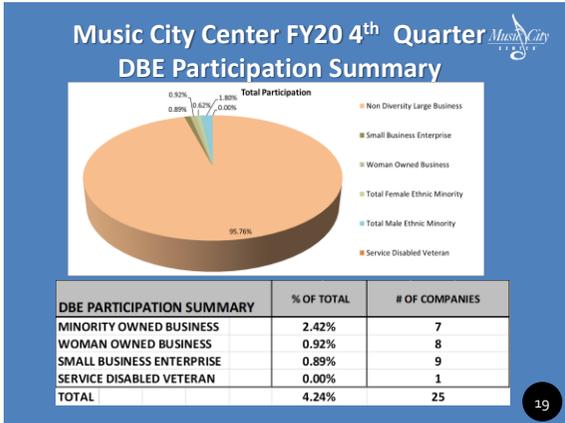
Centerplate DBE Vendor Snapshot

DBE PARTICIPATION SUMMARY:	FY19 # OF COMPANIES	FY20 # OF COMPANIES
MINORITY OWNED BUSINESS	4	3
WOMAN OWNED BUSINESS	6	6
SMALL BUSINESS ENTERPRISE	3	2
SERVICE DISABLED VETERAN	0	1
TOTAL	13	12

CENTERPLATE YEAR END 2020 DBE VENDORS:

Minority Owned Business: Kijiji Coffee Concessions & Kiosks (AAMBE) Lynn Staffing (AAFBE) CHRIS (HAFBE)	Women Owned Business: Colts Chocolate Creation Gardens Nashville Chocolate & Nut Co The French Confection Xclusive Staffing of Tennessee Tropical Nut and Fruit
Small Business Enterprise: JRI Staffing Nicks Famous BBQ	Service Disabled Veteran: Gary Cryder

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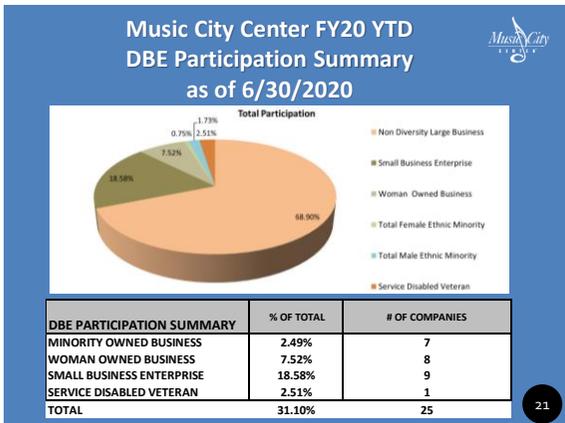


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Music City Center FY20 4th Quarter DBE Participation Dollars Spent

DBE Classification	DBE Dollars Spent:
Ethnic Minority Male	
African American Owned	\$26,151
Ethnic Minority Female	
African American Owned	\$9,000
Hispanic Female Owned	\$0
Total Minority Business	\$35,151 (2.42%)
Total Woman Owned	\$13,419 (0.92%)
Total Small Business	\$12,967 (0.89%)
Total Service Disabled Veteran	\$0
Total DBE Participation	\$61,537 (4.24%)
Total Non Diversity Business	\$1,391,039 (95.76%)

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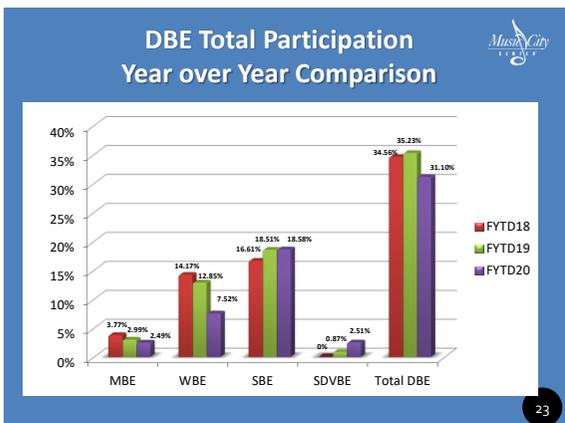


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Music City Center FY20 YTD DBE Participation Dollars Spent as of 6/30/2020

DBE Classification	DBE Dollars Spent:
Ethnic Minority Male	
African American Owned	\$134,591
Ethnic Minority Female	
African American Owned	\$36,000
Hispanic Female Owned	\$22,363
Total Minority Business	\$192,954 (2.49%)
Total Woman Owned	\$583,324 (7.52%)
Total Small Business	\$1,441,765 (18.58%)
Total Service Disabled Veteran	\$194,970 (2.51%)
Total DBE Participation	\$2,413,012 (31.10%)
Total Non Diversity Business	\$5,344,954 (68.90%)

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DBE Total Participation Year over Year Comparison

FY20 Fourth Quarter sustained a global pandemic, resulting in the closing of the Music City Center for the entire quarter.

FY19	FY20
<ul style="list-style-type: none"> Utilized 12 WBE Businesses Premiere Building Maintenance (AAMBE) - \$171,321 Convention Production Rigging (SBE) - \$133,199 Solaren Risk Management (SDVBE) - \$81,057 	<ul style="list-style-type: none"> Utilized 8 WBE Businesses <ul style="list-style-type: none"> Plants Alive (WBE) - service contract provided by Green Resources (Non-DBE) Reed Landscaping (WBE) - service contract provided by Greathouse (non-DBE) Resource Information & Control Co Trojan Labor no longer a DBE Premiere Building Maintenance (AAMBE) - \$6,300 M&P Services (AAMBE) - \$62,255 Convention Production Rigging (SBE) - \$25,464 Solaren Risk Management (SDVBE) - \$194,970

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DBE Vendor Snapshot

DBE VENDOR PARTICIPATION SUMMARY	FY19 # OF COMPANIES	FY20 # OF COMPANIES
MINORITY OWNED BUSINESSES	7	7
WOMEN OWNED BUSINESSES	12	8
SMALL BUSINESS ENTERPRISE	9	9
SERVICED DISABLED VETERAN	1	1
TOTAL	29	25

FY20 High Performing DBE Vendors (over 60,000):

- Convention Production Rigging (SBE) – Rigging Services
- DKZ, Inc. (SBE) – Audio Visual
- Industrial Staffing (WBE) – Supplemental Labor and Housekeeping Services
- Med-star Medical (SBE) – EMT Services
- M & P Services (AAMBE) – Painting Services
- Solaren Risk Management (SDVBE) – Event Security

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MCC Year End 2020 DBE Vendors

A.J. BUSINESS SUPPLY (SBE)	MYPER PRINTING (AAMBE)
BLINK MARKETING (WBE)	NATASHA BLACKSHEAR (AAFBE)
COMPOST COMPANY (SBE)	NET TANGO (SBE)
CONTRACT CARPET SALES CO (WBE)	PREMIERE BUILDING MAINTENANCE CORP (AAMBE)
CONVENTION PRODUCTION RIGGING (SBE)	PREMIUM FLOOR CARE DBE PAYMENTS (WBE)
CRAWFORD DOOR SALES (SBE)	SOLAREN RISK MANAGEMENT (SDVBE)
CUSHION EMPLOYER SERVICES (AAMBE)	SUNSET MARKETING (WBE)
DKZ, INC. (SBE)	TANDEM CONSTRUCTION (SBE)
GUY BROWN INTERIORS LLC (HAFBE)	THE AWARD CENTER (WBE)
HOSKINS & COMPANY (AAMBE)	WIRELESS PLUS (SBE)
HYDRO PRO PRESSURE WASHING (SBE)	
INDUSTRIAL STAFFING (WBE)	
INQUIRES, INC. (WBE)	
JARVIS SIGNS (WBE)	
M & P SERVICES (AAMBE)	
MED-STAR MEDICAL (SBE)	

- AAMBE – African American Male Business
- AAFBE – African American Female Business
- HAFBE – Hispanic American Female Business
- SDVBE – Service Disabled Veteran Business
- WBE – Women Owned Business
- SBE – Small Business

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OMNI 2020 Local Participation*

*Omni Hotel Nashville temporarily ceased reporting number as of March 2020 due to the impact of the global pandemic

COMMITMENT TO LOCAL HIRING	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Total FTEs GOAL: 300	686	698					79					
# FTEs (40 hours) Residents of Nashville Metropolitan Statistical Area Goal: 250	677	689					78					
# FTEs (40 hours) Residents of Davidson County Goal: 200	500	514					54					

OMNI 2020 DBE Participation*

SUPPLY AND SERVICE EXPENDITURE COMMITMENT	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	2020 Total
Nashville Metropolitan Statistical Area Businesses Goal: \$150,000/yr.	206,014	150,945					15,054						372,013
Small, minority and women owned business enterprises Goal: \$50,000/yr.	27,930	25,138					2,424						55,492

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CANCELED EVENTS

(as of 8.27.2020)

Groups	Attendees	Hotel Room Nights	*Contracted MCC Revenue	Direct Economic Impact
104	392.7K	392.9K	\$18.9M	\$425.8M

CANCELED EVENTS

(as of 7.16.2020)

Groups	Attendees	Hotel Room Nights	*Contracted MCC Revenue	Direct Economic Impact
78	342K	320.8K	\$14M	\$357.9M

*Does not include on-site revenues
As of 8.27.2020

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REBOOKED EVENTS

(as of 8.27.2020)

Groups	Attendees	Hotel Room Nights	*Contracted MCC Revenue	Direct Economic Impact
43	29K	9.5K	\$1.8M	\$8.9M

REBOOKED EVENTS

(as of 7.16.2020)

Groups	Attendees	Hotel Room Nights	*Contracted MCC Revenue	Direct Economic Impact
40	33.8K	17K	\$2M	\$21M

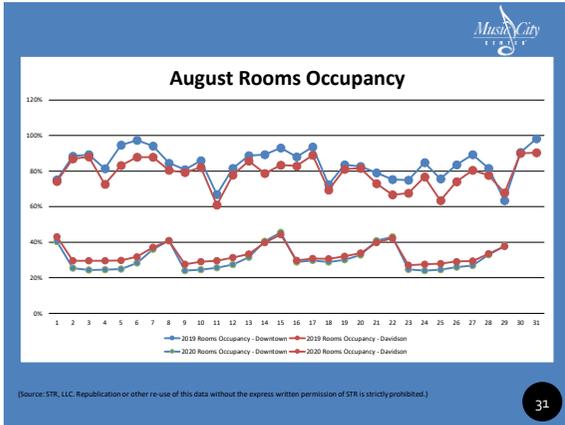
*Does not include on-site revenues
As of 8.27.2020

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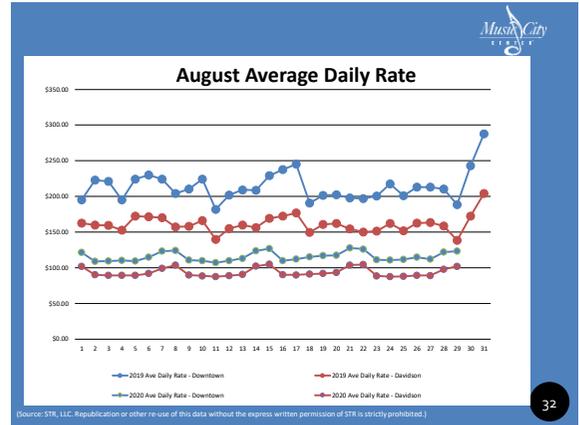
Comparison – July 2019 & July 2020



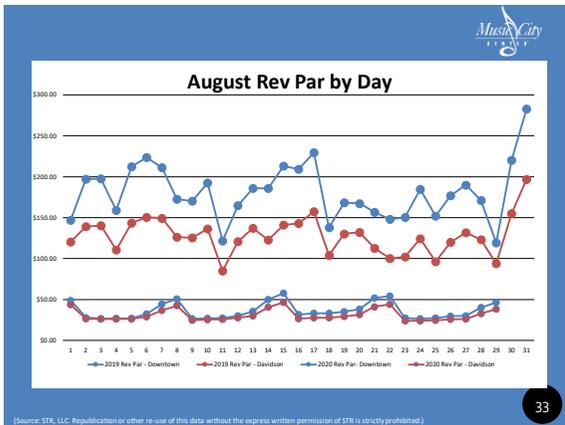
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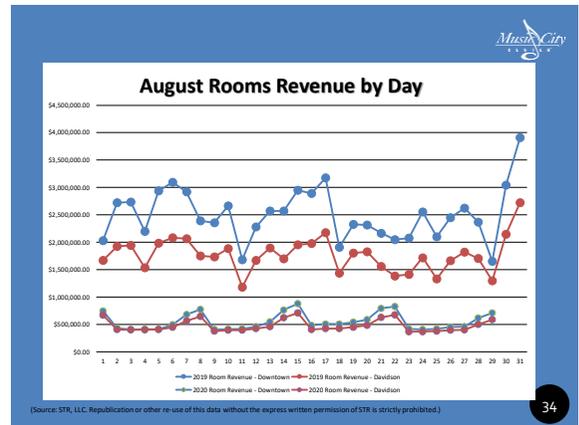
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FY2021 Year End

FY21 Year End Forecast

	Current YE FY21 Forecast	Previous YE FY21 Forecast	Forecast Variance	FY21 Budget	Current Forecast vs. Budget
Revenue					
Rental	\$1,158,956	\$1,414,847	-\$255,891	\$6,624,304	-\$5,465,348
F&B	\$3,466,904	\$4,695,041	-\$1,228,137	\$30,520,600	-\$26,053,696
Parking	\$3,523,633	\$4,067,618	-\$543,985	\$7,508,907	-\$3,985,274
Utilities	\$248,905	\$327,065	-\$78,160	\$2,005,500	-\$1,756,595
Technology	\$373,734	\$441,732	-\$67,998	\$2,351,601	-\$1,977,867
Security	\$298,603	\$317,535	-\$28,933	\$1,415,710	-\$1,117,108
Rigging	\$126,211	\$232,573	-\$106,362	\$842,605	-\$716,394
Audio/Visual	\$17,353	\$153,492	-\$136,139	\$408,378	-\$391,025
Facilities	\$27,874	\$36,220	-\$8,346	\$303,993	-\$276,119
Other	\$414,520	\$598,678	-\$184,158	\$895,302	-\$480,782
Revenue	\$9,845,892	\$12,284,801	-\$2,438,909	\$52,876,900	-\$43,031,008
Expense					
Utilities	\$4,129,536	\$4,257,700	-\$128,164	\$4,546,100	-\$416,564
Event Related	\$260,673	\$287,868	-\$27,195	\$2,278,300	-\$2,017,628
MCC Labor	\$11,207,746	\$11,980,532	-\$695,786	\$12,739,900	-\$2,532,154
F&B Labor	\$5,664,147	\$5,842,320	-\$178,173	\$11,636,394	-\$5,972,247
F&B COGS	\$669,197	\$849,802	-\$180,606	\$5,524,229	-\$4,855,032
Other	\$6,515,439	\$6,778,335	-\$262,896	\$12,108,077	-\$5,592,638
Expense	\$28,446,737	\$29,919,557	-\$1,472,820	\$49,833,000	-\$21,386,263
Gain/(Loss)	-\$18,600,845	-\$17,634,756	-\$966,089	\$3,043,900	-\$21,644,745

As of 8.31.2020

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TAX COLLECTIONS

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MCC/Hotel Tax Collection

Collections Thru June 2020
(excludes TDZ)

	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 19-20
July	\$2,589,786	\$1,163,092	\$1,542,238	\$374,970	\$146,689	\$1,643,485	\$7,460,260	13.91%
August	\$2,565,727	\$1,007,072	\$1,508,596	\$283,622	\$210,480	\$1,769,959	\$7,345,456	11.29%
September	\$2,764,923	\$1,253,699	\$1,471,867	\$318,931	\$169,672	\$1,838,470	\$7,817,561	15.79%
October	\$2,886,604	\$1,287,626	\$1,460,314	\$330,841	\$132,845	\$1,027,126	\$8,025,455	-0.86%
November	\$2,961,757	\$1,345,953	\$1,583,215	\$286,254	\$236,931	\$1,619,324	\$8,033,435	44.22%
December	\$1,795,863	\$754,436	\$1,176,395	\$243,736	\$122,152	\$1,072,234	\$5,164,815	-13.55%
January	\$1,908,874	\$834,553	\$1,206,733	\$256,777	\$154,728	\$1,652,309	\$6,014,025	16.63%
February	\$1,767,130	\$756,685	\$1,102,275	\$239,610	\$90,426	\$1,759,158	\$5,715,285	-4.17%
March	\$1,128,290	\$508,385	\$723,200	\$126,638	\$141,063	\$666,363	\$3,293,938	-54.24%
April	\$239,940	\$119,970	\$246,543	\$11,067	\$18,608	\$8,050	\$644,178	-92.35%
May	\$289,390	\$144,695	\$323,918	\$25,572	\$40,641	\$11,297	\$835,513	-90.06%
June	\$609,140	\$300,045	\$568,891	\$36,222	\$74,761	\$47,524	\$1,636,584	-77.64%
YTD Total	\$21,507,424	\$9,476,212	\$12,914,188	\$2,534,339	\$1,538,996	\$14,015,348	\$61,986,507	-24.41%

All numbers subject to change by CCA Auditors

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MCC/Hotel Tax Collection

MCC Portion of June 2020 Tourism Tax Collections

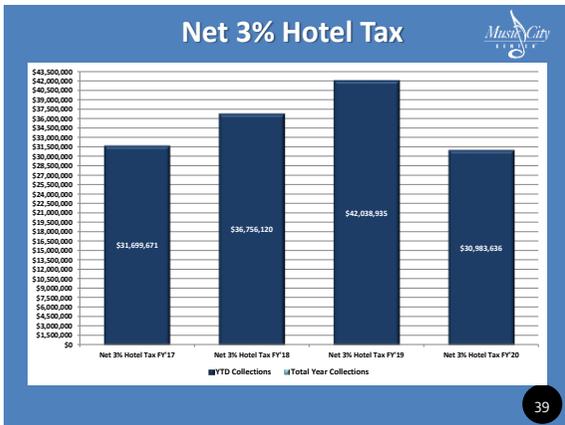
	FY 2019	FY 2020	Variance
2/5 of 5% Occupancy Tax	\$2,619,178	\$609,140	-76.74%
Net 1% Occupancy Tax	\$1,168,566	\$300,045	-74.33%
\$2 Room Tax	\$1,418,007	\$568,891	-59.88%
Contracted Vehicle	\$262,875	\$36,222	-86.22%
Rental Vehicle	\$183,159	\$74,761	-59.18%
Campus Sales Tax	\$1,666,415	\$47,524	-97.15%
TDZ Sales Tax Increment	\$0	\$0	0.00%
Total Tax Collections	\$7,318,599	\$1,636,584	-77.64%

MCC Portion of Year-to-Date Tourism Tax Collections

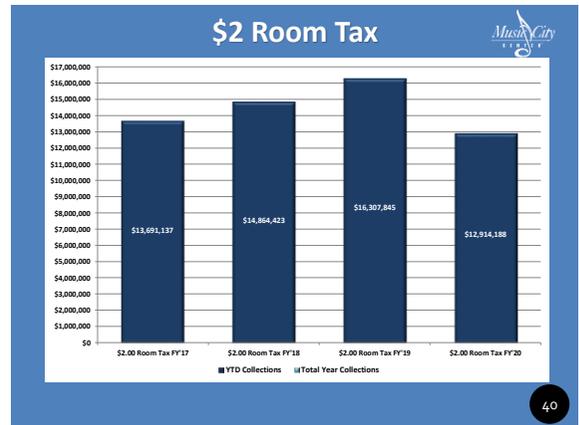
	FY 2019	FY 2020	Variance
2/5 of 5% Occupancy Tax	\$29,055,748	\$21,507,424	-25.98%
Net 1% Occupancy Tax	\$12,983,187	\$9,476,212	-27.01%
\$2 Room Tax	\$16,307,845	\$12,914,188	-20.81%
Contracted Vehicle	\$3,020,626	\$2,534,339	-16.10%
Rental Vehicle	\$1,922,978	\$1,538,996	-19.97%
Campus Sales Tax	\$18,714,568	\$14,015,348	-25.11%
TDZ Sales Tax Increment	\$44,760,433	\$56,461,491	26.14%
Total YTD Tax Collections	\$126,765,385	\$118,447,998	-6.56%

All numbers subject to change by CCA Auditors

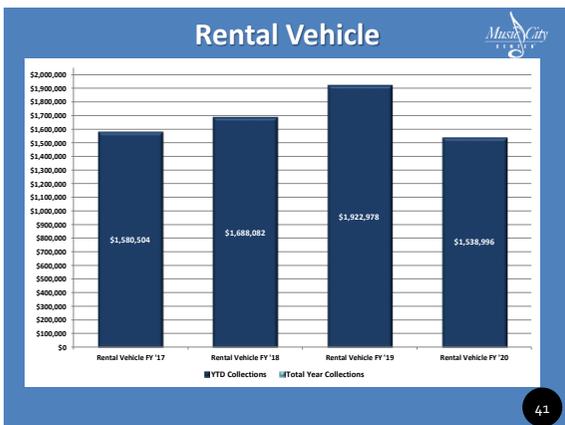
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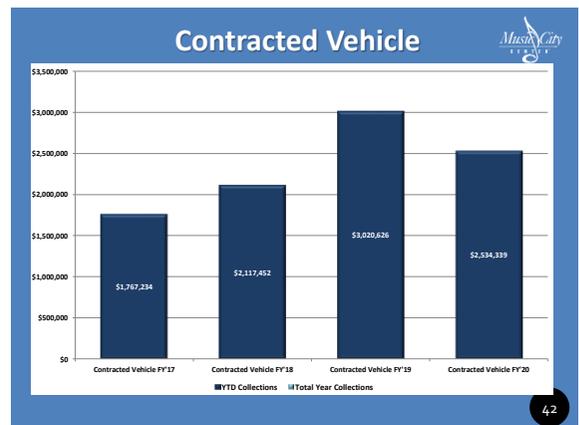
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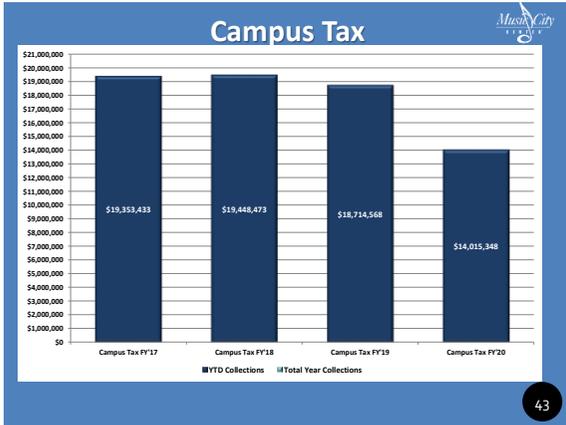
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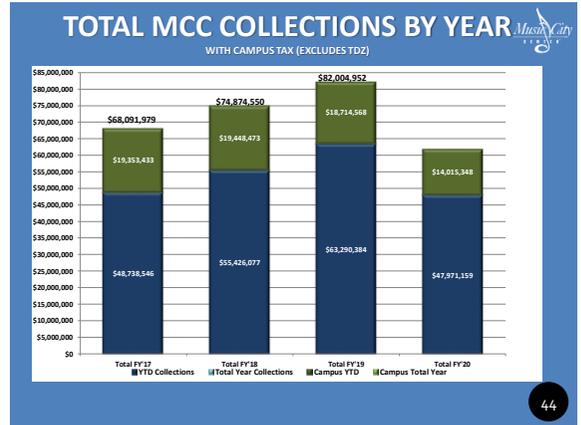
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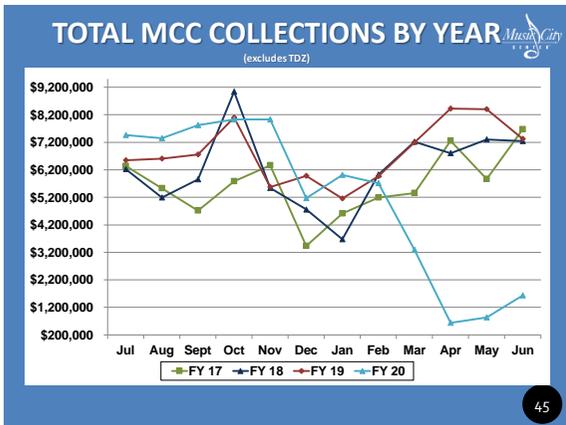
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RFP Intent to Award Summary Sheet for the Music City Center

RFP: 107-2020 Valet Parking

Selected Vendor:

Parking Management Company

Compensation and Cost:

	Year1	Year2	Year3	Year4	Year 5
Valet Parker per Hour	\$ 26.00	\$ 26.00	\$ 26.00	\$ 28.00	\$ 28.00
Valet Supervisor per Hour	\$ 26.00	\$ 26.00	\$ 26.00	\$ 28.00	\$ 28.00

Term:

*Three (3) year term
With two (2) one year options to renew*

DBE participation:

N/A

Other Vendors that Submitted Bids:

No other bids submitted



RFP Intent to Award Summary Sheet for the Music City Center

RFP:

103-2020 Composting Services

Selected Vendor:

The Compost Co.

Compensation and Cost:

	<i>Year1</i>	<i>Year2</i>	<i>Year3</i>	<i>Year4</i>	<i>Year 5</i>
	<i>3 Cubic Yard Dumpster</i>				
Compost Operations*	\$ 125.00	\$ 125.00	\$ 125.00	\$ 125.00	\$ 125.00
Monthly Rental Contianer Fee**	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00
Disposal Fee	\$200 + 125% tipping fee				
Contianer Sanitizer Fee*	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00	\$ 10.00
	<i>10 Cubic Yard Dumpster</i>				
Compost Operations*	\$ 450.00	\$ 450.00	\$ 450.00	\$ 450.00	\$ 450.00
Monthly Rental Contianer Fee**	\$ 450.00	\$ 450.00	\$ 450.00	\$ 450.00	\$ 450.00
Disposal Fee	\$200 + 125% tipping fee				
Contianer Sanitizer Fee*	\$ 30.00	\$ 30.00	\$ 30.00	\$ 30.00	\$ 30.00

*** Price/container/collection**

****Price/container/month**

Term:

Three (3) year term

With two (2) one year options to renew

DBE participation:

The Compost Company is a SBE

Other Vendors that Submitted Bids:

No other bids submitted