

MINUTES OF THE 82nd MEETING OF THE CONVENTION CENTER AUTHORITY OF THE METROPOLITAN GOVERNMENT OF NASHVILLE & DAVIDSON COUNTY

The 82nd meeting of the Convention Center Authority of the Metropolitan Government of Nashville and Davidson County (CCA) was held on February 7, 2019 at 2:00 p.m. in Board Room A at the Music City Center, Nashville, Tennessee.

AUTHORITY MEMBERS PRESENT: Marty Dickens, Vonda McDaniel, Willie McDonald, Randy Rayburn, Renata Soto, and Leigh Walton

AUTHORITY MEMBERS NOT PRESENT: Irwin Fisher, Randy Goodman, and David McMurry

OTHERS PRESENT: Charles Starks, *Charles Robert Bone, Jasmine Quattlebaum, Heidi Runion, Donna Gray, Renuka Christoph, Brian Ivey, and Steve Reiter

Chairman Marty Dickens opened the meeting for business at 2:00 p.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: Vonda McDaniel made a motion to approve the 81st Meeting Minutes of December 4, 2018. The motion was seconded by Leigh Walton and approved unanimously by the Authority.

The next regularly scheduled meeting is scheduled for March 7, 2019 at 9:00 a.m.

* Denotes the departure of Charles Robert Bone

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

ACTION: Vonda McDaniel made a motion [i] accepting the recommendation of the evaluation committee and [ii] authorizing Charles Starks to negotiate and execute an agreement with Bone McAllester Norton, PLLC for legal services on substantially the same terms as set forth in the RFP and considered this day. The motion was seconded by Willie McDonald and approved unanimously by the Authority.

* Denotes the return of Charles Robert Bone

Charles Starks provided information on the RFP Professional Insurance Brokerage and Consulting Services (Attachments #1 and 3) and there was discussion.

ACTION: Leigh Walton made a motion [i] accepting the recommendation of the evaluation committee and [ii] authorizing Charles Starks to negotiate and execute an agreement with Willis Towers Watson of Tennessee for professional insurance brokerage and consulting 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.

Charles Starks and Jasmine Quattlebaum provided a DBE Update (Attachment #1) and there was discussion.

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

Charles Starks provided an update on the Jared Small Painting, Real Certification, and Hotel Statistics (Attachment #1) and there was discussion.

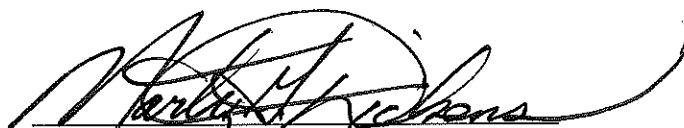
With no additional business, the Authority unanimously moved to adjourn at 2:37 p.m.

Respectfully submitted,



Charles L. Starks
President & CEO
Convention Center Authority

Approved:



Marty Dickens, Chair
CCA 82nd Meeting Minutes
of February 7, 2019

Convention Center Authority



February 7, 2019



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



Randy Rayburn
January 24th



Leigh Walton
January 26th



OPERATIONS UPDATE



RFP Legal Services



RFP Professional Insurance Brokerage and Consulting Services



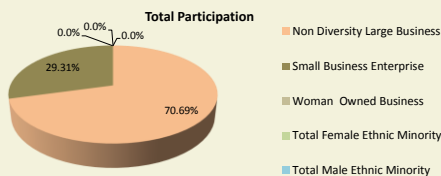
DBE Update



FY19 2nd Quarter Reports



LMG FY19 2nd Quarter DBE Participation Summary



DBE PARTICIPATION SUMMARY: FY19 Goal 20%	% OF TOTAL	# OF COMPANIES
MINORITY OWNED BUSINESSES	0.00%	0
WOMEN OWNED BUSINESSES	0.00%	0
SMALL BUSINESS ENTERPRISE	29.31%	2
TOTAL	29.31%	2

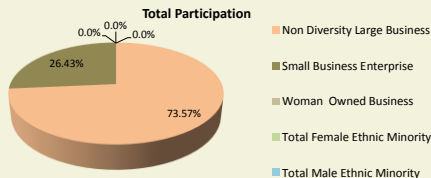


LMG FY19 2nd Quarter DBE Participation Dollars Spent

DBE Classification	DBE Dollars Spent:
Ethnic Minority Male	
African American Owned	\$0 (0%)
Total Minority Business Enterprise	\$0 (0%)
Ethnic Minority Female	
African American Owned	\$0 (0%)
Total Woman Owned	\$0 (0%)
Total Small Business	\$101,894 (29.31%)
Total DBE Participation	\$101,894 (29.31%)
Total Non Diversity Business	\$245,700 (70.69%)



LMG FY19 YTD DBE Participation Summary as of 12/31/2018



DBE PARTICIPATION SUMMARY: FY19 Goal 20%	% OF TOTAL	# OF COMPANIES
MINORITY OWNED BUSINESSES	0.00%	0
WOMEN OWNED BUSINESSES	0.00%	0
SMALL BUSINESS ENTERPRISE	26.43%	2
TOTAL	26.43%	2

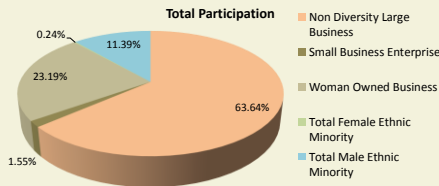


LMG FY19 YTD DBE Participation Dollars Spent as of 12/31/2018

DBE Classification	DBE Dollars Spent:
Ethnic Minority Male	
African American Owned	\$0 (0%)
Ethnic Minority Female	
African American Owned	\$0 (0%)
Total Minority Business Enterprise	\$0 (0%)
Total Woman Owned	\$0 (0%)
Total Small Business	\$197,802 (26.43%)
Total DBE Participation	\$197,802 (26.43%)
Total Non Diversity Business	\$550,528 (73.57%)



Centerplate FY19 2nd Quarter DBE Participation Summary



DBE PARTICIPATION SUMMARY:	% OF TOTAL	# OF COMPANIES
FY19 Goal 25%		
MINORITY OWNED BUSINESSES	11.63%	4
WOMEN OWNED BUSINESSES	23.19%	6
SMALL BUSINESS ENTERPRISE	1.55%	1
TOTAL	36.36%	11

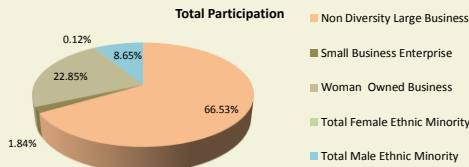


Centerplate FY19 2nd Quarter DBE Participation Dollars Spent

DBE Classification	DBE Dollars Spent:
Ethnic Minority Male	
African American Owned	\$151,004 (11.39%)
Total Minority Business Enterprise	\$154,154 (11.63%)
Total Woman Owned	\$307,456 (23.19%)
Total Small Business	\$20,592 (1.55%)
Total DBE Participation	\$482,201 (36.36%)
Total Non Diversity Business	\$843,823 (63.64%)



Centerplate FY19 YTD DBE Participation Summary as of 12/31/2018



DBE PARTICIPATION SUMMARY:	% OF TOTAL	# OF COMPANIES
FY19 Goal 25%		
MINORITY OWNED BUSINESSES	8.77%	4
WOMEN OWNED BUSINESSES	22.85%	6
SMALL BUSINESS ENTERPRISE	1.84%	1
TOTAL	33.47%	11

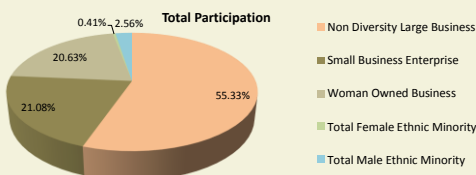


Centerplate FY19 YTD DBE Participation Dollars Spent as of 12/31/2018

DBE Classification	DBE Dollars Spent:
Ethnic Minority Male	
African American Owned	\$226,864 (8.65%)
Ethnic Minority Female	
African American Owned	\$3,149 (.12%)
Total Minority Business Enterprise	\$230,014 (8.77%)
Total Woman Owned	\$599,413 (22.85%)
Total Small Business	\$48,333 (1.84%)
Total DBE Participation	\$877,760 (33.47%)
Total Non Diversity Business	\$1,744,995 (66.53%)



Music City Center FY19 2nd Quarter DBE Participation Summary



DBE PARTICIPATION SUMMARY	% OF TOTAL	# OF COMPANIES
MINORITY OWNED BUSINESSES	2.97%	5
WOMEN OWNED BUSINESSES	20.63%	12
SMALL BUSINESS ENTERPRISE	21.08%	7
TOTAL	44.67%	24

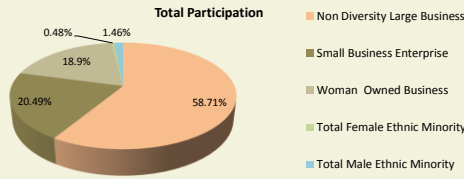


Music City Center FY19 2nd Quarter DBE Participation Dollars Spent

DBE Classification	DBE Dollars Spent:
Ethnic Minority Male	
African American Owned	\$37,590 (2.56%)
Ethnic Minority Female	
African American Owned	\$6,000 (.41%)
Total Minority Business Enterprise	\$43,590 (2.97%)
Total Woman Owned	\$303,158 (20.63%)
Total Small Business	\$309,738 (21.08%)
Total DBE Participation	\$656,485 (44.67%)
Total Non Diversity Business	\$813,131 (55.33%)



Music City Center FY19 YTD DBE Participation Summary as of 12/31/2018



DBE PARTICIPATION SUMMARY	% OF TOTAL	# OF COMPANIES
MINORITY OWNED BUSINESSES	1.94%	5
WOMEN OWNED BUSINESSES	18.85%	12
SMALL BUSINESS ENTERPRISE	20.49%	7
TOTAL	41.29%	24



Music City Center FY19 YTD DBE Participation Dollars Spent as of 12/31/2018

DBE Classification	DBE Dollars Spent:
Ethnic Minority Male	
African American Owned	\$52,491 (1.46%)
Ethnic Minority Female	
African American Owned	\$14,000 (.39%)
Hispanic Female Owned	\$3,387 (.09%)
Total Minority Business Enterprise	\$69,877 (1.94%)
Total Woman Owned	\$679,097 (18.85%)
Total Small Business	\$738,070 (20.49%)
Total DBE Participation	\$1,487,044 (41.29%)
Total Non Diversity Business	\$2,114,790 (58.71%)



OMNI 2019 Local Participation

COMMITMENT TO LOCAL HIRING	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Total FTEs Goal: 300	689	711	713	719	694	703	690	814	702	717	703	693
# FTEs (40 hours) Residents of Nashville Metropolitan Statistical Area Goal: 250	677	698	701	706	682	692	678	804	691	706	523	682
# FTEs (40 hours) Residents of Davidson County Goal: 200	537	588	561	561	538	546	532	614	535	544	692	528

OMNI 2019 DBE Participation

SUPPLY AND SERVICE EXPENDITURE COMMITMENT	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	2019 Total
Nashville Metropolitan Statistical Area Businesses Goal: \$160,000/yr	\$177,287	\$111,634	\$176,862	\$244,553	\$236,458	\$133,619	\$187,914	\$116,633	\$144,849	\$520,938	\$115,351	\$86,935	\$2,238,175
Small, minority and women owned business enterprises Goal: \$50,000/yr	\$26,680	\$24,106	\$35,990	\$28,362	\$31,508	\$27,340	\$25,350	\$29,513	\$26,832	\$36,137	\$25,089	\$16,040	\$332,496

DBE HAPPENINGS



February 15, 2019



TAX COLLECTIONS



MCC/Hotel Tax Collection

MCC Portion of November 2018 Tourism Tax Collections	FY 2018	FY 2019	Variance
2/5 of 5% Occupancy Tax	\$1,922,729	\$2,042,379	6.22%
Net 1% Occupancy Tax	\$833,717	\$886,184	6.29%
\$2 Room Tax	\$1,123,770	\$1,162,962	3.49%
Contracted Vehicle	\$161,409	\$42,732	-73.53%
Rental Vehicle	\$60,270	\$126,600	110.06%
Campus Sales Tax	\$1,437,882	\$1,309,228	-8.95%
TDZ Sales Tax Increment	\$0	\$0	0.00%
Total Tax Collections	\$5,539,777	\$5,570,085	0.55%

MCC Portion of Year-to-Date Tourism Tax Collections	FY 2018	FY 2019	Variance
2/5 of 5% Occupancy Tax	\$10,863,084	\$12,136,837	11.63%
Net 1% Occupancy Tax	\$4,802,438	\$5,439,916	13.27%
\$2 Room Tax	\$6,332,024	\$6,790,383	7.24%
Contracted Vehicle	\$886,013	\$1,008,996	13.88%
Rental Vehicle	\$675,139	\$804,844	19.21%
Campus Sales Tax	\$8,288,831	\$7,395,554	-10.78%
TDZ Sales Tax Increment	\$27,641,384	\$44,760,433	61.93%
Total YTD Tax Collections	\$59,488,913	\$78,326,964	31.67%

All numbers subject to change by CCA Auditors



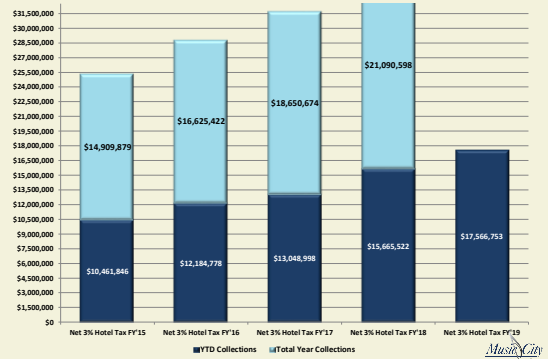
MCC/Hotel Tax Collection

Collections Thru November 2018
(excludes TDZ)

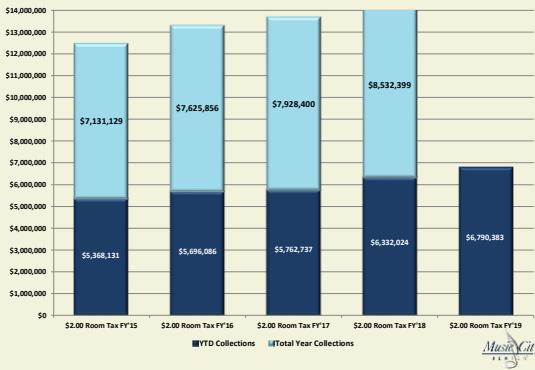
	2 1/2 of 5% Occupancy Tax	Net 1% Occupancy Tax	\$2 Room Tax	Contracted Vehicle Tax	Rental Vehicle Tax	Campus Tax	Total	Variance to FY 17-18
July	\$2,271,684	\$1,039,840	\$1,403,793	\$201,928	\$206,704	\$1,425,479	\$6,549,427	5.19%
August	\$2,315,364	\$1,041,480	\$1,311,833	\$165,614	\$130,399	\$1,635,868	\$6,600,557	27.15%
September	\$2,412,449	\$1,077,646	\$1,316,276	\$314,700	\$156,263	\$1,474,234	\$6,751,568	15.31%
October	\$3,084,962	\$1,394,767	\$1,595,518	\$284,022	\$184,879	\$1,550,746	\$8,094,893	-10.41%
November	\$2,042,379	\$886,184	\$1,162,962	\$42,732	\$126,600	\$1,309,228	\$5,570,085	0.55%
December	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
January	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
February	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
March	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
April	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
May	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
June	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
YTD Total	\$12,126,837	\$5,439,916	\$6,790,383	\$1,008,996	\$804,844	\$7,395,554	\$33,566,530	5.40%

All numbers subject to change by CCA Auditors

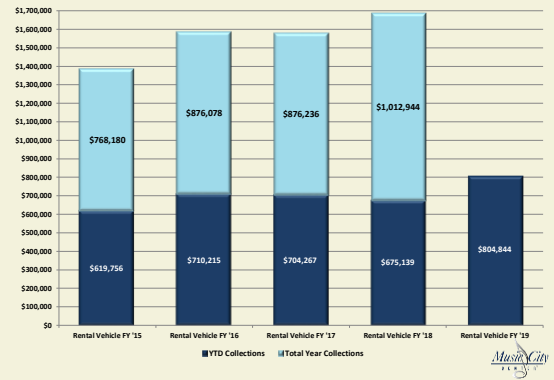
Net 3% Hotel Tax



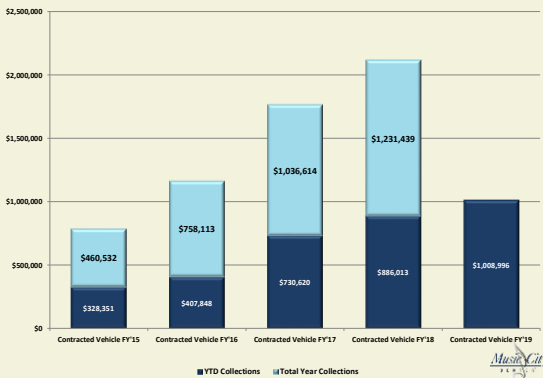
\$2 Room Tax



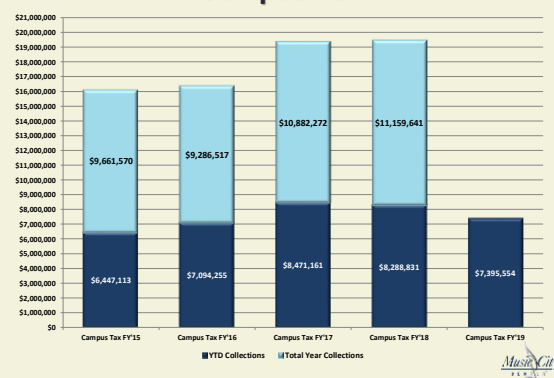
Rental Vehicle

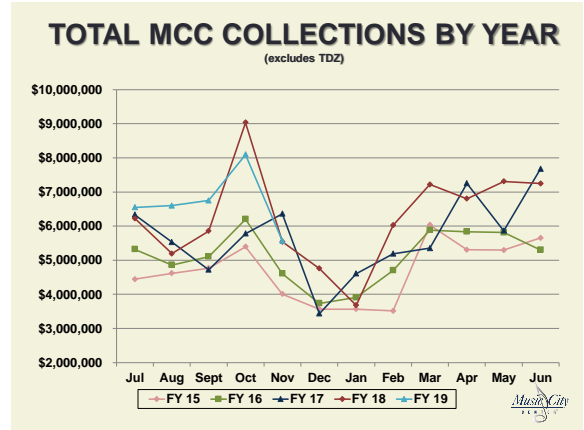
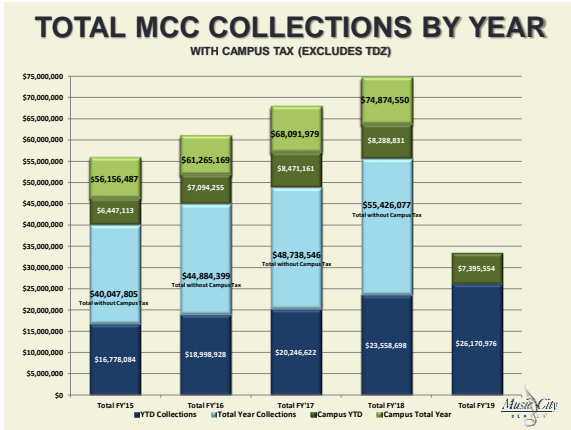


Contracted Vehicle



Campus Tax





DECEMBER EVENTS

- > 18 Events
- > 14,793 Attendees
- > 16,688 Room Nights
- > \$18,534,015 Economic Impact

DECEMBER TOURS & SITE VISITS

- > 2 Group tours with 6 Attendees
- > 4 Sales Site Visits

JANUARY EVENTS

- > 13 Events
- > 57,571 Attendees
- > 11,427 Room Nights
- > \$16,386,336 Economic Impact

JANUARY TOURS & SITE VISITS

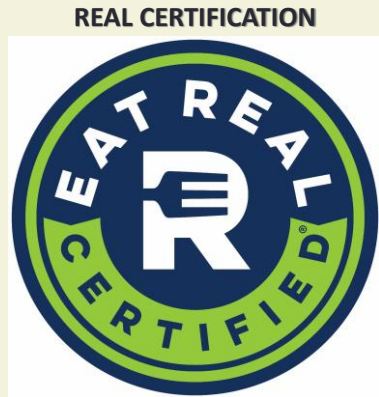
- > 2 Group tours with 9 Attendees
- > 6 Sales Site Visits

Jared Small Painting

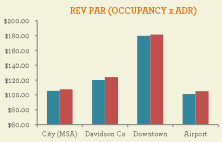
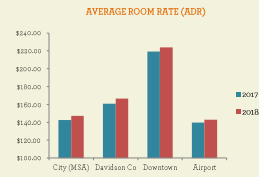
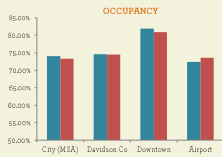
DAVIDSON BALLROOM

Original artwork on loan for the *Huntsville Museum of Art* Exhibition: *Encounters - Jared Small: Southern Moments in Time* February 3 - May 19, 2019





**STR HOTEL STATISTICS
 2018 VS 2017**



Convention Center Authority



February 7, 2019





RFP Intent to Award Summary Sheet for the Music City Center

RFP: 105-2018: *Legal Services for the Music City Center*

Selected Vendor:

Bone McAllaster Norton

Compensation and Cost:

Fixed Monthly Fee of \$ 11,000.00 per month for legal services provided to the Music City Center. The fixed fee would not cover legal services for which the parties mutually decide on a case-by-case basis should be billed at hourly rates or on a separate fixed fee basis, such as major litigation, complex significant financing projects, regulatory matters etc.

Term:

Five (5) years

DBE participation:

27% to the Law Office of Natasha Blackshear. She is certified as a African American Women Business Enterprise.

Other Vendors that Submitted Bids:

Burr Forman, LLP

Sherrad Roe Voigt & Harbison,PLC



RFP Intent to Award Summary Sheet for the Music City Center

RFP: 104-2018: Professional Insurance Brokerage and Consulting Services for the Music City Center

Selected Vendor:

Willis Towers Watson

Compensation and Cost:

Willis will be compensated on a fully disclosed commission basis.
Insurance paid commission amount will not exceed \$85,000

Based on current coverage and commission percentages, Willis should receive similar or comparable percentages as detailed in chart below:

<u>Coverage Type:</u>	<u>Commission Percentage of Premium</u>
Property	15.0%
General Liability	17.0%
Umbrella (\$100 million Limits)	15.0%
Automobile and Related	15.0%
Workers' compensation	7.0%
Fine Arts	13.75%
Public Officials Errors & Omissions	15.0%
Equipment Floater	25.0%
Cyber	22.5%
Blanket Crime	23.5%

Term:

*Three (3) year term
with an one time option to extend for two (2) additional one year term at the sole discretion of the CCA*

DBE participation:

*20.7 % of total Brokerage Revenues to Alexander and Associates (Victor Alexander)
Victor Alexander is a African American Male Business Enterprise*

Other Vendors that Submitted Bids:

Crichton Group
Gallagher