

DRAFT MINUTES: *Subject to change prior to approval by Authority or Committee at its next regular meeting*

**MINUTES OF THE 95th MEETING OF THE
CONVENTION CENTER AUTHORITY OF THE
METROPOLITAN GOVERNMENT OF NASHVILLE &
DAVIDSON COUNTY**

The 95th meeting of the Convention Center Authority of the Metropolitan Government of Nashville and Davidson County (CCA) was held on July 16, 2020 at 9:00 a.m. – Virtual Zoom Meeting.

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

AUTHORITY MEMBERS NOT PRESENT: Barrett Hobbs

OTHERS PRESENT: Charles Starks, Charles Robert Bone, Brian Ivey, Erin Hampton and Donna Gray

Chair Marty Dickens opened the meeting for business at 9:00 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: Leigh Walton made a motion to approve the 94th Meeting Minutes of June 2, 2020. The motion was seconded by Robert Davidson and approved unanimously by the Authority.

The next regularly scheduled meeting is scheduled for Thursday, August 6, 2020 at 9:00 am.

Charles Starks shared Annual Meeting Matters – Election of FY 20-21 Officers as defined by the bylaws that: “the annual meeting of the Board of Directors shall be held within Davidson County, Tennessee during the July regular meeting of each year or at such other time or date as shall be determined by the Board of Directors. The purpose of the annual meeting shall be to elect officers of the Authority and to conduct such other business as may be properly brought before the meeting” (Attachment #1) and there was discussion.

ACTION: Randy Rayburn made a motion that, pursuant to Article IV of the bylaws, Marty Dickens be elected as Chair, Vonda McDaniel as Vice-Chair, and Irwin Fisher as Secretary and Treasurer. The motion was seconded by Leigh Walton and approved unanimously by the Authority.

Irwin Fisher, Erin Hampton, Brian Ivey and Charles Starks gave a Marketing & Operations Committee Report update (Attachment #1) and there was discussion.

Charles Starks provided information on the CVC and GNHA meeting with the Metro Nashville Health Department and there was discussion.

Charles Starks, Jasmine Quattlebaum and Charles Robert Bone provided information on the UPS Contract Extension (Attachments #1 and #2) and there was discussion.

ACTION: Randy Rayburn made a motion authorizing Charles Starks to negotiate and execute an amendment to the business center services agreement with MCC Nashville, LLC d/b/a The UPS Store exercising the option to extend the agreement for an additional year until July 31, 2021 on substantially the same terms as considered this day. The motion was seconded by Vonda McDaniel and approved unanimously by the Authority.

Charles Starks and Jasmine Quattlebaum provided information on the Virtual Proposal 101 Workshop (Attachment #1) and there was discussion.

Charles Starks 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 downtown hotels (Attachment #1) and there was discussion.

Charles Starks and Randy Rayburn 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 9:46 a.m.

Respectfully submitted,

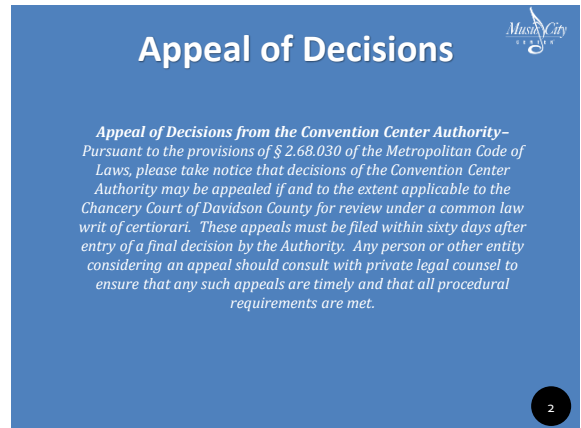
Charles L. Starks
President & CEO
Convention Center Authority

Approved:

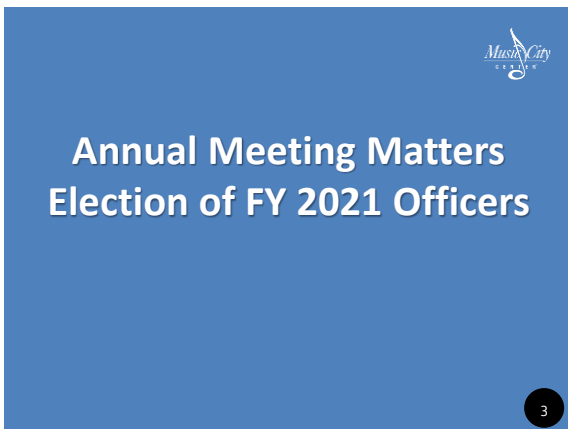
Marty Dickens, Chair
CCA 95th Meeting Minutes
of July 16, 2020



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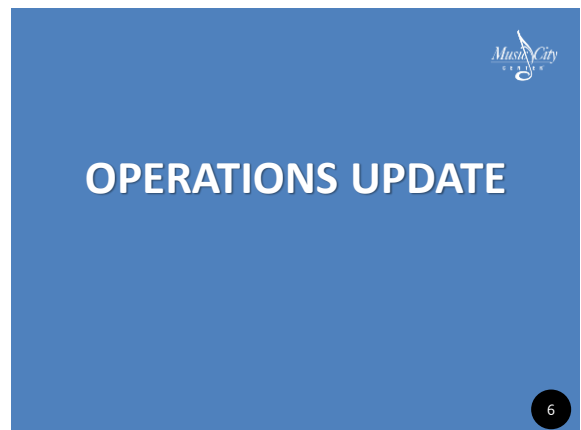
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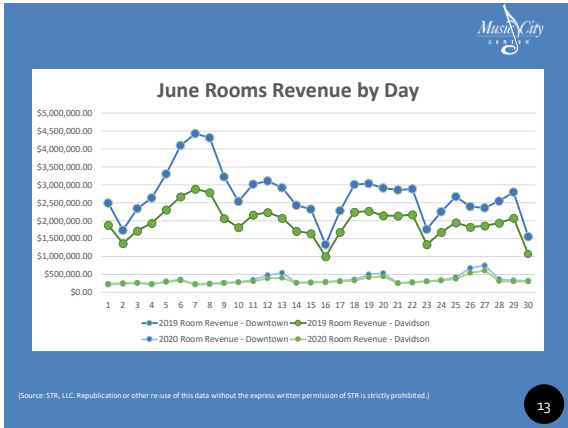
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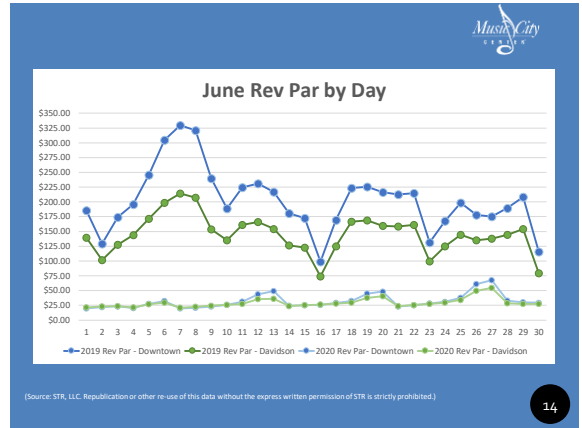
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FY2019-2020 Year End

	FY2020 Forecast	FY2020 Budget	Forecast vs. Budget
Revenue			
Rental	\$5,172,595	\$6,122,600	-\$950,005
F&B	\$22,147,955	\$24,134,300	-\$1,986,345
Parking	\$5,808,346	\$7,266,200	-\$1,457,854
Utilities	\$1,377,592	\$1,762,400	-\$384,808
Technology	\$1,386,749	\$1,805,100	-\$418,351
Security	\$1,177,044	\$1,110,500	\$66,544
Rigging	\$541,303	\$592,900	-\$51,597
Audio/Visual	\$237,457	\$379,800	-\$142,343
Facilities	\$127,126	\$284,300	-\$157,174
Other	\$840,861	\$779,800	\$61,061
Revenue	\$38,817,028	\$44,237,900	-\$5,420,872
Expense			
Utilities	\$4,031,588	\$4,527,700	-\$496,112
Event Related	\$1,274,160	\$1,297,000	-\$22,840
MCC Labor	\$11,182,408	\$12,982,400	-\$1,799,992
F&B Labor	\$8,820,300	\$9,098,600	-\$278,300
F&B COGS	\$3,821,741	\$4,344,200	-\$522,459
Other	\$9,069,404	\$10,572,201	-\$1,502,797
Expense	\$37,899,601	\$42,822,100	-\$4,922,499
Gain/(Loss)	\$917,427	\$1,415,800	-\$498,373

As of 7.13.2020

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1st QTR FY2021

	1st Qtr Forecast	1st Qtr Budget	Current Forecast vs. Budget
Revenue			
Rental	\$500	\$1,795,464	-\$1,795,964
F&B	\$36,814	\$8,494,465	-\$8,457,651
Parking	\$490,600	\$1,733,106	-\$1,242,506
Utilities	\$100	\$523,315	-\$523,215
Technology	\$18,000	\$563,378	-\$545,378
Security	\$150	\$262,315	-\$262,165
Rigging	\$0	\$187,187	-\$187,187
Audio/Visual	\$32	\$101,091	-\$101,060
Facilities	\$90	\$94,520	-\$94,430
Other	\$78,299	\$226,759	-\$148,460
Revenue	\$624,585	\$13,981,800	-\$13,357,215
Expense			
Utilities	\$1,305,100	\$1,375,500	-\$70,400
Event Related	\$0	\$455,298	-\$455,298
MCC Labor	\$2,589,483	\$3,157,160	-\$567,677
F&B Labor	\$1,410,471	\$3,163,542	-\$1,753,071
F&B COGS	\$6,663	\$1,537,497	-\$1,530,833
Other	\$1,119,355	\$2,888,416	-\$1,769,061
Expense	\$6,431,073	\$12,577,414	-\$6,146,341
Gain/(Loss)	-\$5,806,488	\$1,404,386	-\$7,210,874

As of 7.13.2020

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2nd QTR FY2021

	2nd Qtr Forecast	2nd Qtr Budget	Current Forecast vs. Budget
Revenue			
Rental	\$13,768	\$1,529,650	-\$1,515,883
F&B	\$77,871	\$6,279,454	-\$6,201,583
Parking	\$950,200	\$2,049,237	-\$1,099,037
Utilities	\$665	\$345,545	-\$344,880
Technology	\$21,337	\$510,153	-\$488,816
Security	\$1,525	\$264,985	-\$263,460
Rigging	\$102	\$231,497	-\$231,395
Audio/Visual	\$1,265	\$90,569	-\$89,304
Facilities	\$332	\$56,275	-\$55,943
Other	\$120,324	\$187,425	-\$67,102
Revenue	\$1,187,388	\$11,544,790	-\$10,357,402
Expense			
Utilities	\$1,011,600	\$1,134,700	-\$123,100
Event Related	\$1,661	\$454,582	-\$452,921
MCC Labor	\$2,919,483	\$3,157,160	-\$237,677
F&B Labor	\$1,410,471	\$2,514,547	-\$1,104,076
F&B COGS	\$14,095	\$1,136,582	-\$1,122,487
Other	\$1,191,634	\$2,536,381	-\$1,344,746
Expense	\$6,548,944	\$10,933,952	-\$4,385,008
Gain/(Loss)	-\$5,361,556	\$610,838	-\$5,972,395

As of 7.13.2020

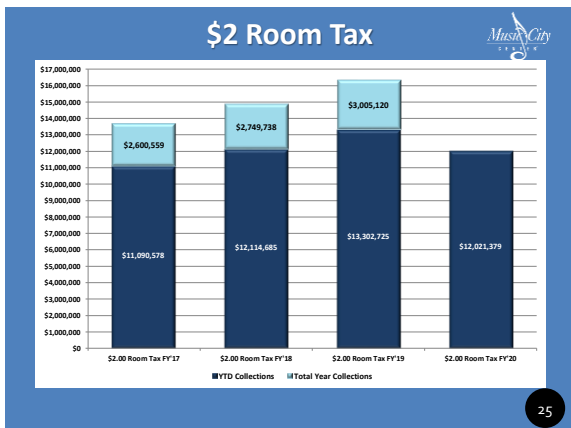
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3rd QTR FY2021

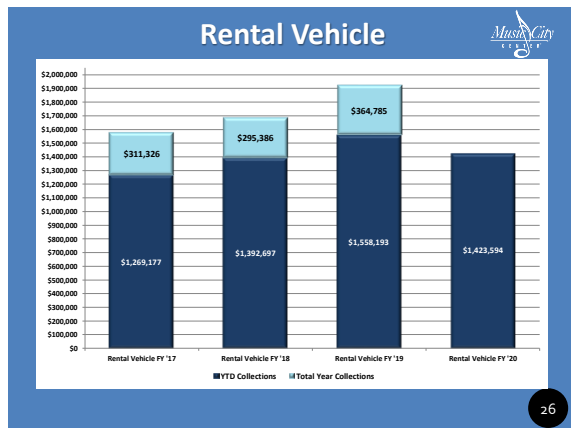
	3rd Qtr Forecast	3rd Qtr Budget	Current Forecast vs. Budget
Revenue			
Rental	\$685,683	\$2,017,940	-\$1,332,258
F&B	\$1,865,782	\$7,672,259	-\$5,806,477
Parking	\$1,300,000	\$2,102,683	-\$802,683
Utilities	\$163,650	\$540,160	-\$376,510
Technology	\$144,505	\$533,501	-\$388,996
Security	\$116,495	\$408,910	-\$292,415
Rigging	\$131,031	\$233,956	-\$102,925
Audio/Visual	\$67,021	\$121,877	-\$54,856
Facilities	\$17,977	\$67,462	-\$49,485
Other	\$172,405	\$195,332	-\$22,928
Revenue	\$4,664,548	\$13,894,080	-\$9,229,532
Expense			
Utilities	\$933,500	\$1,126,600	-\$193,100
Event Related	\$104,914	\$634,540	-\$529,626
MCC Labor	\$2,919,483	\$3,157,160	-\$237,677
F&B Labor	\$1,386,341	\$2,922,639	-\$1,536,298
F&B COGS	\$337,707	\$1,388,679	-\$1,050,973
Other	\$1,847,931	\$2,729,232	-\$881,300
Expense	\$7,529,876	\$11,988,850	-\$4,428,974
Gain/(Loss)	-\$2,865,328	\$1,935,230	-\$4,800,558

As of 7.13.2020

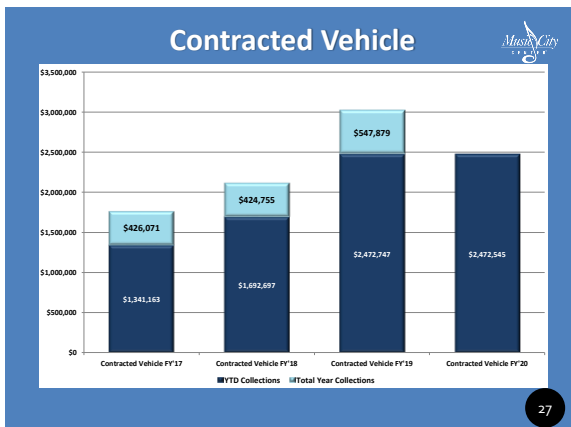
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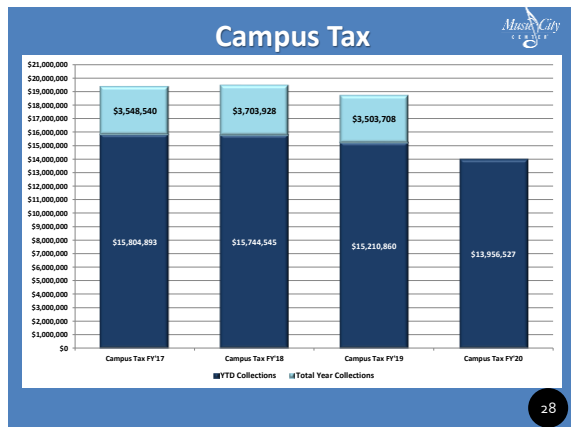
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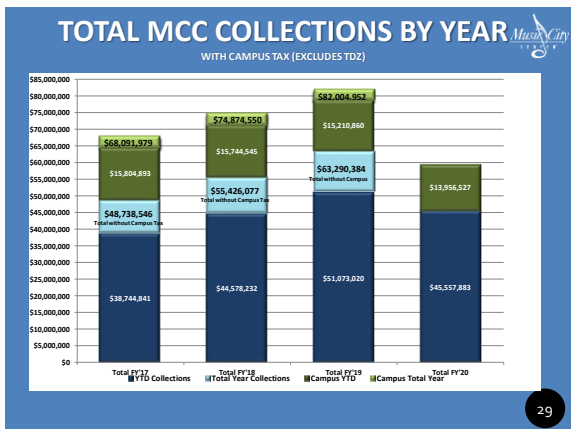
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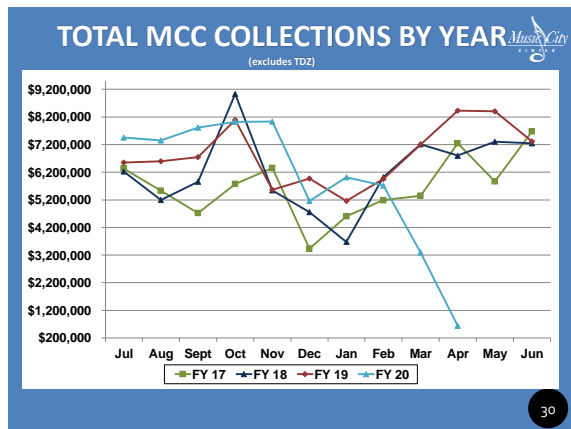
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