

**SPORTS AUTHORITY OF THE METROPOLITAN GOVERNMENT OF NASHVILLE
& DAVIDSON COUNTY**

**Minutes of June 16, 2021 Meeting of the Finance Committee
Bridgestone Arena Meeting Rooms
9:30 a.m.**

Committee Members: Jon Glassmeyer (Chair), Margaret Behm, Glenn Farner, Dan Hogan
Frank Harrison

Board Members: Cathy Bender (Chair), Frank Harrison (Vice-Chair), Margaret Behm, Jad
Duncan, Dan Hogan, Glenn Farner, Melvin Gill

Staff: Monica Fawknorton, Melissa Wells

Titans/ Nissan Stadium: Shannon Myers, Shereme Siewnarine

Predators/ Ford Ice Center: Kyle Clayton, Keith Hegger

Visitors: Patrick Byrd (Ernst and Young), Greg McClarin (Metro Finance), Chad Moore (Ernst
and Young), Michael Taylor (Metro Human Resource)

Chair Jon Glassmeyer called the meeting of the Sports Authority Finance Committee to
order at 9:30 a.m. and welcomed all in attendance.

Consider Approval of Minutes from April 15, 2021 Finance Committee Meeting

**Upon a motion made by Director Dan Hogan and seconded by Director Frank Harrison,
the Finance Committee approved the minutes from the April 15, 2021 meeting.**

*Presentation of the Agreed Upon Procedures for the Titans 2020 Seat User Fee Audit by Ernst
and Young.*

Chair Glassmeyer recognized Executive Director Monica Fawknorton who noted that the
presentation of the "Agreed Upon Procedures" for the Titans 2020 Seat User Fee Audit is
provided by the Titans on a voluntary basis. She introduced Ms. Shannon Myers, CPA and Vice-
President of Finance/ Controller for the Titans. Ms. Myers then introduced Patrick Byrd and
Chad Moore, Auditors from Ernst and Young, who provided a presentation of the audit. Their
presentation included the following procedures: (1) Obtain a copy of the Summary of User Fee
Payable for the 2020 National Football League Playing Season from the management of
Tennessee Football, Inc.; (2) Recompute the User Fee Schedule for mathematical accuracy and
note any differences; (3) Compare and agree total tickets distributed and complimentary seats
that are permitted pursuant to Tennessee Code 7-3-202 to the Box Office Statements prepared by
the Member Club and submitted to the National Football League after each home game and note
any differences; (4) For each game on the User Fee Schedule, note whether Permitted or Actual
Complimentary Seats exceed the 3,250 complimentary sets that are permitted pursuant to
Tennessee Code 7-3-202, Municipal stadium seat privilege tax.; (5) Compare and agree the \$3
User Fee to the City of Nashville Ordinance No. BL2009-545 as amended by Ordinance No.
BL2011-40; (6) Compare and agree the Total Payable appearing on the User Fee Schedule to the
Member Club's accounting general ledger; (7) Compare and agree Total Paid appearing on the
User Fee Schedule to the Member Club's cash disbursement records; and (8) Obtain a
representation letter from the President/Chief Executive Officer and Senior Vice President/Chief

Financial Officer of the Member Club, certifying that the User Fee Scheduled is accurate and complete. Director Behm thanked the Titans for providing the information.

Commented [FM(A1): Please add a brief summary of the information provided. The ED report for June should be helpful.

Consider approval of adjustments to staffing and compensation for FY22.

Chair Jon Glassmeyer recognized Board Chair Cathy Bender who provided a report from the Personnel Committee meeting. The Personnel Committee recommended the Board raise Ms. Fawknorton's salary from \$118,177 to \$145,000 contingent upon Metro Council's approval of the proposed Metro Pay Plan Adjustment (which was approved on June 14, 2021). Justifications brought forth included: (1) there have been no salary updates to the Executive Director's position in five years (only pay plan and/or Cost of Living Adjustments); (2) comparing Sports Authorities through the country, Ms. Fawknorton is one of the lowest paid (salaries range from \$144k - \$261k); (3) comparing Metro Department Head salaries, Ms. Fawknorton is one of the lowest; (4) the Sports Authority's Board is one of the largest Metro Boards consisting of thirteen members; (5) the number of venues has increased during the time that Ms. Fawknorton has been Executive Director, including Ford Ice Center Bellevue and the Pre-Construction and Construction of the MLS Soccer Stadium; (6) Ms. Fawknorton serves on numerous Committees and Boards representing the Sports Authority; and (7) Ms. Fawknorton is the contact for all media requests; but the Department does not have a Public Information Officer. The Committee noted that the Department's FY22 budget can absorb the increase and, if necessary, in future years, Sports Authority allocations for Operating Expenses from the Arena Account can be used.

The Personnel Committee additionally recommended approval of staff's recommendation to increase Finance Manager Melissa Wells' salary by 5%, which would be consistent with Metro's proposed pay plan for FY22 for Civil Service employees and to approve Bob Lackey's position with the department as a part-time employee for FY22. Last year the Board approved \$50,000 for his position, of that amount \$31,191 has been spent to-date. With the previously approved, unused dollars left to fund Mr. Lackey's part-time position, staff projects it will need an additional \$15,000 to cover his salary through June 2022.

Chair Jon Glassmeyer recognized Mr. Michael Taylor (Metro Human Resources Assistant Director) to answer questions. He shared that Ms. Fawknorton's position is classified as a DP01, with a maximum range of \$133,699.36. He also shared that the Human Resource Department tries to make sure that the Directors' salaries are internally equitable. The ranges are going to be re-evaluated during FY22. Director Behm asked for clarification if Ms. Fawknorton's salary is limited by this range and if the Sports Authority Board can exceed the range. Mr. Taylor responded that Ms. Fawknorton's salary is determined by the Sports Authority Board. Directors Hogan and Farner expressed support for the salary increase, along with Director Behm.

A motion was made by Chair Glassmeyer that the Finance Committee recommend approval of adjustments to staffing and compensation for FY22 and that the Finance Committee recommend approval of the adjustments to the staffing and compensation for FY22 which include: support of the Personnel Committee's recommendation that, effective July 1, 2021, the Authority increase the Executive Director's salary from \$118,700 to \$145,000. Funding will come from the Operating Budget and, if necessary, in the future Sports Authority allocations for Operating Expenses from the Arena Account can be used. The Committee also recommended approval of a 5% salary increase for the Finance Manager and an additional

\$15,000 from the Arena Account to retain Bob Lackey through FY22. The motion was seconded by Director Behm, and approved unanimously

With no additional questions or business, the Finance Committee Meeting adjourned.