

MINUTES OF THE 52nd MEETING OF THE CONVENTION CENTER AUTHORITY OF THE METROPOLITAN GOVERNMENT OF NASHVILLE & DAVIDSON COUNTY

The 52nd meeting of the Convention Center Authority of the Metropolitan Government of Nashville and Davidson County (CCA) was held on July 10, 2014 at 9:00 a.m., in the Administrative Board Room of the Administrative Offices at the Music City Center, Nashville, Tennessee.

AUTHORITY MEMBERS PRESENT: Waverly Crenshaw, Jr., Marty Dickens, Francis Guess, Willie McDonald, and Mona Lisa Warren

AUTHORITY MEMBERS NOT PRESENT: Irwin Fisher, Vonda McDaniel, Luke Simons, Leo Waters, and Vice-Mayor Diane Neighbors, Ex-Officio

OTHERS PRESENT: Charles Robert Bone, Rich Riebeling, Charles Starks, Barbara Solari, Jasmine Quattlebaum, Mary Brette Clippard, Heidi Runion, Natasha Blackshear, Stephanie Harris, Chiquita Fields, Joe Steele, Elisa Putman, Brian Ivey, and Henry Hicks

The meeting was opened for business by Chairman Marty Dickens who 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.

Chairman Dickens noted that the next meeting is currently scheduled for August 14, 2014.

ACTION: Willie McDonald made a motion to approve the 51st Meeting Minutes of May 19, 2014. The motion was seconded by Waverly Crenshaw, Jr. and approved unanimously by the Authority.

ACTION: Francis Guess made a motion to re-elect Marty Dickens as Chairman, Vonda McDaniel as Vice-Chair, and Mona Lisa Warren as Secretary/Treasurer for the upcoming year. The motion was seconded by Waverly Crenshaw, Jr. and approved unanimously by the Authority.

Francis Guess was asked to report on the DBE & Development committee meeting in Vonda McDaniel's absence and Charles Robert Bone reviewed the addendum to the procurement policy. (Attachment #1) There was discussion. Mr. Guess noted the importance of the phrase in paragraph two, that a procurement plan should include *at a minimum*, the bulleted components.

ACTION: Francis Guess made a motion, subject to the adoption of Metro's disparity study, to amend the procurement policy, as recommended by the DBE & Development committee, to permit the consideration of a proposer's Diversity Plan as a part of any evaluation criteria and to request that proposers provide the Convention Center Authority with information regarding their diversity and inclusion strategy. The motion was seconded by Waverly Crenshaw, Jr. and approved unanimously by the Authority.

Francis Guess then asked Mona Lisa Warren to chair the meeting for the next item of business. Mr. Guess discussed the hours and work involved by board members and suggested the naming of the terrace at Korean Veterans Boulevard and Fifth Avenue in recognition of Chairman Dickens' involvement in the Music City Center.

ACTION: Francis Guess made a motion to name the Fifth Avenue/Korean Veterans Boulevard terrace the *Marty Dickens Terrace*, create signage, and have a ceremony conducted by the Authority in recognition of Chairman Dickens' dedication to the Music City Center. The motion was seconded by Waverly Crenshaw, Jr. and approved unanimously by the Authority with Marty Dickens abstaining.

Charles Starks then gave an operation and tax collection update and there was discussion. (Attachment #2)

Rich Riebeling was asked to give an update on hotels and the Nashville Convention Center (NCC) redevelopment and Charles Robert Bone gave a litigation update. Henry Hicks was asked to share about the National Museum of African American Music within the NCC redevelopment.

With no additional business a motion was made to adjourn, with no objection the CCA adjourned at 10:00 a.m.

Respectfully submitted,



Charles L. Starks
President & CEO
Convention Center Authority

Approved:



Marty Dickens, Chairman
CCA 52nd Meeting Minutes
of July 10, 2014

Addendum to the Convention Center Authority Procurement Policy
Exhibit B
Diversity Plan

In furtherance of the Convention Center Authority's policy and commitment to assist minority, woman, small businesses and service disabled veteran owned businesses in its procurement processes and to ensure that a fair proportion of its purchases be made from minority, woman, small businesses and service disabled veteran owned businesses, the Purchasing Department of the Music City Center is permitted to consider a proposer's Diversity Plan as a part of any evaluation criteria and to request that proposers provide the Convention Center Authority with information regarding their diversity and inclusion strategy.

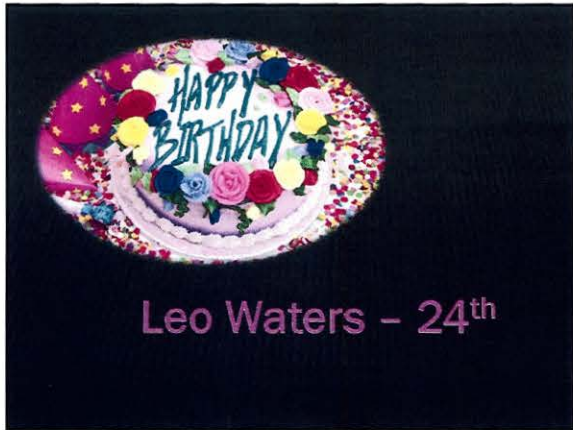
Such requested information may include the request that a proposer explain its plan to achieve or exceed a target percentage of minority, woman, small businesses and service disabled veteran owned businesses participation. A good procurement diversity plan should include, at a minimum, the following components:

- Statement of commitment;
- Strategic approaches and methodologies taken to ensure maximum participation by minority, woman, small businesses and service disabled veteran owned businesses suppliers;
- Methods to ensure prompt payment of minority, woman, small businesses and service disabled veteran owned businesses;
- Utilization monitoring and reporting tactics—includes specific techniques used to monitor participation on an ongoing basis and report to the Convention Center Authority;
- Identification of the minority, woman, small businesses and service disabled veteran owned businesses who will serve as subcontractors along with the nature and estimated value of the work they will perform and the percentage of the operating budget that it represents; and
- Identification of the balance of the planned (non-DBE) subcontractors and the portion of total proposed cost they will perform.



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.



**ELECTION OF
FY 2014-2015 OFFICERS**

**DBE & DEVELOPMENT
COMMITTEE**

MCC DBE PROGRAM OPPORTUNITIES

- Review current procurement policy
 - Combine PMP/SBE Incentive for RFP evaluations
 - Pricing discounts for SBE suppliers
- Conduct quarterly DBE Informational Sessions
 - Utilize social media
 - Qualification Application
- Increase relationships with various chambers
- Annual DBE Luncheon
- Long Term: Business Development/Mentorships

OPERATIONS UPDATES



JUNE EVENTS

- 29 Events
- 86,009 Attendees
- 100,381 Room Nights
- \$52,998,531 Economic Impact

FY14 EVENTS

- 342 Events
- 491,352 Attendees
- 272,917 Room Nights
- \$243,238,328 Economic Impact

JUNE TOURS & SITE VISITS

- 17 Sales Site Visits with estimated attendance for future events of over 15,500.
- 10 Group Tours with 229 attendees. This included 3 public tours with 73 attendees.

MCC/Hotel Tax Collection

As of April 30, 2014
(not including campus tax)

	2/5 of 5% Occupancy Tax	Net 1% Occupancy Tax	\$2 Room Tax	Contracted Vehicle Tax	Rental Vehicle Tax	Total	Variance to FY 12-13
July	\$1,137,290	\$464,641	\$1,033,863	\$59,269	\$84,679	\$2,779,632	12.72%
August	\$1,143,196	\$466,765	\$986,724	\$52,868	\$159,170	\$2,808,713	18.37%
September	\$1,154,242	\$482,312	\$954,108	\$82,146	\$112,837	\$2,785,646	17.00%
October	\$1,357,390	\$573,205	\$1,043,866	\$54,136	\$132,808	\$3,171,405	17.93%
November	\$1,130,593	\$461,224	\$912,105	\$56,724	\$72,645	\$2,633,291	22.52%
December	\$931,321	\$354,585	\$791,183	\$60,484	\$125,425	\$2,262,998	4.58%
January	\$922,014	\$380,996	\$791,022	\$60,508	\$74,132	\$2,228,671	10.16%
February	\$1,080,018	\$446,407	\$853,294	\$57,914	\$111,621	\$2,549,154	14.11%
March	\$1,584,564	\$664,978	\$1,163,809	\$60,555	\$119,902	\$3,593,808	27.66%
April	\$1,471,819	\$620,533	\$1,067,234	\$78,507	\$120,991	\$3,359,084	21.69%
May							
June							
YTD Total	\$11,912,447	\$4,915,635	\$9,597,208	\$633,101	\$1,114,010	\$28,172,401	17.12%

These numbers are still subject to change by Metro/Division of Accounts Auditors

MCC/Hotel Tax Collection

Apr 2014 Total Tax Collections

	FY 2013	FY 2014	Variance
5% Occupancy Tax	\$2,820,023	\$9,679,546	30.48%
Gross 1% Occupancy Tax	\$564,005	\$795,909	30.48%
\$2 Room Tax	\$985,148	\$1,067,234	8.33%
Contracted Vehicle	\$64,912	\$78,507	20.94%
Rental Vehicle	\$107,898	\$120,991	12.13%
\$.50 Room Tax	\$246,287	\$266,808	8.33%
SubTotal of Tax Collections	\$4,788,273	\$5,948,995	24.24%
Campus Sales Tax	\$0	\$1,185,995	-
Total Tax Collections	\$4,788,273	\$7,134,991	49.01%

MCC Portion of Apr 2014 Total Tax Collections

	FY 2013	FY 2014	Variance
2/5 of 5% Occupancy Tax	\$1,128,009	\$1,471,819	30.48%
Net 1% Occupancy Tax	\$474,491	\$620,533	30.78%
\$2 Room Tax	\$985,148	\$1,067,234	8.33%
Contracted Vehicle	\$64,912	\$78,507	20.94%
Rental Vehicle	\$107,898	\$120,991	12.13%
SubTotal of Tax Collections	\$2,760,458	\$3,359,083	21.69%
Campus Sales Tax	\$0	\$1,185,995	-
Total Tax Collections	\$2,760,458	\$4,545,079	64.65%

These numbers are still subject to change by Metro/Division of Accounts Auditors

MCC/Hotel Tax Collection

Year-to-Date FY2014 Total Tax Collections

	FY 2013	FY 2014	Variance
5% Occupancy Tax	\$24,540,235	\$29,781,116	21.36%
Gross 1% Occupancy Tax	\$4,908,047	\$5,956,223	21.36%
\$2 Room Tax	\$8,775,032	\$9,597,208	9.37%
Contracted Vehicle	\$524,265	\$633,101	20.76%
Rental Vehicle	\$1,005,837	\$1,114,009	10.75%
\$.50 Room Tax	\$2,193,899	\$2,399,337	9.36%
SubTotal of YTD Tax Collections	\$41,947,316	\$49,480,994	17.96%
Campus Sales Tax	\$0	\$8,933,780	-
Total YTD Tax Collections	\$41,947,316	\$58,414,773	39.26%

MCC Portion of Year-to-Date FY2014 Total Tax Collections

	FY 2013	FY 2014	Variance
2/5 of 5% Occupancy Tax	\$9,816,094	\$11,912,446	21.36%
Net 1% Occupancy Tax	\$3,933,279	\$4,915,634	24.98%
\$2 Room Tax	\$8,775,032	\$9,597,208	9.37%
Contracted Vehicle	\$524,265	\$633,101	20.76%
Rental Vehicle	\$1,005,837	\$1,114,009	10.75%
SubTotal of YTD Tax Collections	\$24,054,508	\$28,172,398	17.12%
Campus Sales Tax	\$0	\$8,933,780	-
Total YTD Tax Collections	\$24,054,508	\$37,106,178	54.26%

These numbers are still subject to change by Metro/Division of Accounts Auditors

