

# **MINUTES OF THE 53<sup>rd</sup> MEETING OF THE CONVENTION CENTER AUTHORITY OF THE METROPOLITAN GOVERNMENT OF NASHVILLE & DAVIDSON COUNTY**

The 53<sup>rd</sup> meeting of the Convention Center Authority of the Metropolitan Government of Nashville and Davidson County (CCA) was held on August 14, 2014 at 9:05 a.m., in the Administrative Board Room of the Administrative Offices at the Music City Center, Nashville, Tennessee.

**AUTHORITY MEMBERS PRESENT:** Marty Dickens, Francis Guess, Vonda McDaniel, Willie McDonald, and Mona Lisa Warren

**AUTHORITY MEMBERS NOT PRESENT:** Waverly D. Crenshaw, Jr., Irwin Fisher, Luke Simons, Leo Waters, and Vice-Mayor Diane Neighbors, Ex-Officio

**OTHERS PRESENT:** Rich Riebeling, Charles Starks, Beverly Bennett, Barbara Solari, Jasmine Quattlebaum, Heidi Runion, Natasha Blackshear, Stephanie Harris, Elisa Putman, Eric Blouin, 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.

Charles Starks introduced Beverly Bennett as the new Executive Assistant.

**ACTION:** Francis Guess made a motion to approve the 52<sup>nd</sup> Meeting Minutes of July 10, 2014. The motion was seconded by Willie McDonald and approved unanimously by the Authority.

Chairman Dickens noted that the next meeting is currently scheduled for September 11, 2014.

Charles Starks was asked to discuss the KPMG and Hoskins & Company extension and there was discussion.

**ACTION:** Willie McDonald made a motion approving the amendment of the KPMG engagement letter extending the engagement for a subsequent year to cover the audit of financial statements as of and for the year-ended June 30, 2014 and authorizing Mr. Dickens to execute the amendment and take any actions necessary or appropriate to formalize that amendment. The motion was seconded by Francis Guess and approved unanimously by the Authority.

Charles Starks then discussed the installation of a distributed antennae system in the Country Music Hall of Fame.

**ACTION:** Mona Lisa Warren made a motion authorizing the Country Music Hall of Fame's installation of the Distributed Antenna System in the Expansion Space and authorizing Charles Starks to provide such written consent on behalf of the Authority. The motion was seconded by Willie McDonald and approved unanimously by the Authority with Francis Guess abstaining.

Charles Starks gave a report on how ASAE went this past week. (Attachment #1)

Jasmine Quattlebaum reported on the quarterly DBE numbers and there was discussion. (Attachment #1 and #2)

Charles Starks then gave additional operations updates and a tax collection update and there was discussion. (Attachment #1)

With no additional business a motion was made to adjourn, with no objection the CCA adjourned at 10:01 a.m.

Respectfully submitted,



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Charles L. Starks  
President & CEO  
Convention Center Authority

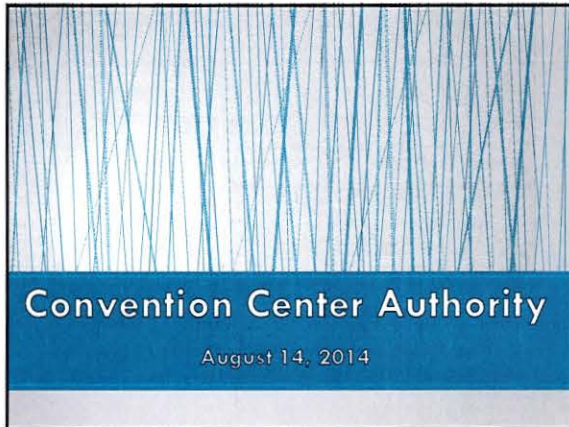
Approved:



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Marty Dickens, Chairman  
CCA 53<sup>rd</sup> Meeting Minutes  
of August 14, 2014





Convention Center Authority  
August 14, 2014


### 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.*

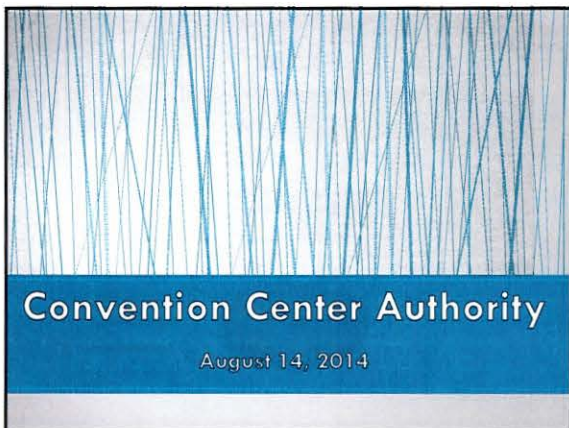


Convention Center Authority  
August 14, 2014

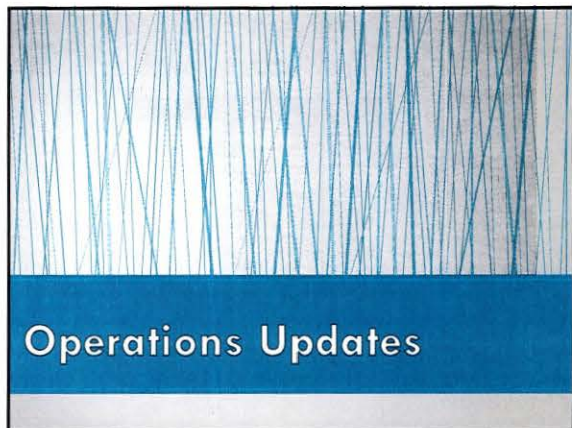
### HAPPY BIRTHDAY!!



**Marty Dickens – 22<sup>nd</sup>**



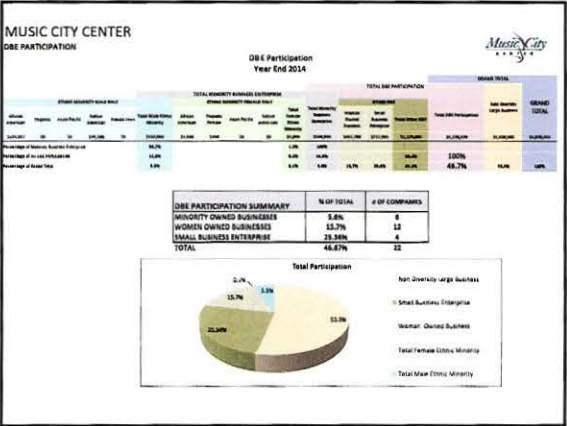
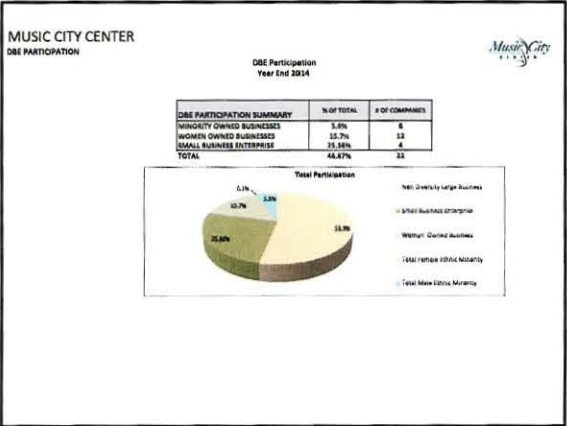
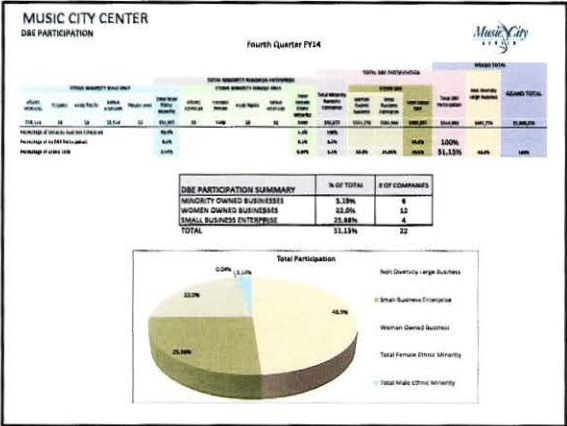
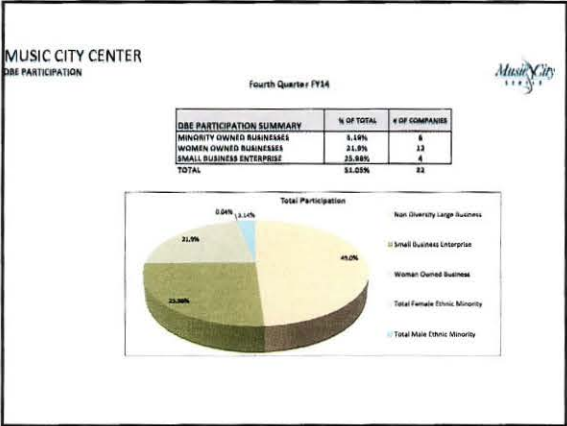
Convention Center Authority  
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Operations Updates



- ### ASAE
- Attendance: 5,924 (3,142 are association executives. This is the highest overall attendance and the highest executive attendance since 2007 in Chicago.)
  - Room Nights: 16,134 (est.)
  - 74% of meeting planner attendees have not been to Nashville in last 15 years
  - Saturday night rain





## JULY Events

- 24 Events
- 81,458 Attendees
- 19,128 Room Nights
- \$28,737,383 Economic Impact

## JULY Tours & Site Visits

- 16 Sales Site Visits with estimated attendance for future events of over 41,700.
- 10 Group Tours with 169 attendees. This included 2 public tours with 37 attendees.

### MCC/Hotel Tax Collection

As of May 31, 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	\$69,269	\$84,679	\$2,779,632	12.72%
August	\$1,143,196	\$466,766	\$986,724	\$62,868	\$169,170	\$2,808,713	18.37%
September	\$1,164,242	\$482,312	\$964,108	\$82,146	\$112,837	\$2,786,646	17.00%
October	\$1,367,390	\$673,206	\$1,043,866	\$64,136	\$132,808	\$3,171,406	17.93%
November	\$1,130,693	\$461,224	\$912,106	\$66,724	\$72,646	\$2,633,291	22.62%
December	\$931,321	\$354,686	\$791,183	\$60,484	\$126,426	\$2,262,998	4.58%
January	\$922,014	\$380,996	\$791,022	\$60,608	\$74,132	\$2,228,671	10.16%
February	\$1,080,018	\$446,407	\$863,294	\$67,914	\$111,621	\$2,549,164	14.11%
March	\$1,684,664	\$664,978	\$1,163,809	\$60,566	\$119,902	\$3,893,808	27.66%
April	\$1,471,819	\$620,633	\$1,067,234	\$78,607	\$120,991	\$3,369,084	21.69%
May	\$1,418,766	\$610,767	\$1,089,470	\$62,133	\$134,476	\$3,286,602	16.63%
June							
YTD Total	\$13,331,213	\$5,626,392	\$10,666,678	\$896,234	\$1,248,486	\$31,468,003	16.98%

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

### MCC/Hotel Tax Collection

May 2014 Total Tax Collections

	FY 2013	FY 2014	Variance
5% Occupancy Tax	\$2,908,672	\$3,546,915	21.94%
Gross 1% Occupancy Tax	\$581,735	\$709,383	21.94%
\$2 Room Tax	\$996,378	\$1,059,470	6.33%
Contracted Vehicle	\$63,214	\$62,133	-1.71%
Rental Vehicle	\$129,799	\$134,476	3.60%
\$.50 Room Tax	\$249,095	\$264,867	6.33%
SubTotal of Tax Collections	\$4,928,892	\$5,777,244	17.21%
Campus Sales Tax	\$0	\$1,229,952	-
Total Tax Collections	\$4,928,892	\$7,007,197	42.17%

MCC Portion of May 2014 Total Tax Collections

	FY 2013	FY 2014	Variance
2/5 of 5% Occupancy Tax	\$1,163,469	\$1,418,766	21.94%
Net 1% Occupancy Tax	\$491,125	\$610,757	24.36%
\$2 Room Tax	\$996,378	\$1,059,470	6.33%
Contracted Vehicle	\$63,214	\$62,133	-1.71%
Rental Vehicle	\$129,799	\$134,476	3.60%
SubTotal of Tax Collections	\$2,843,985	\$3,285,602	15.53%
Campus Sales Tax	\$0	\$1,229,952	-
Total Tax Collections	\$2,843,985	\$4,515,554	58.78%

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	\$27,448,908	\$33,328,031	21.42%
Gross 1% Occupancy Tax	\$5,489,781	\$6,665,606	21.42%
\$2 Room Tax	\$9,771,410	\$10,656,678	9.06%
Contracted Vehicle	\$587,479	\$695,235	18.34%
Rental Vehicle	\$1,135,636	\$1,248,484	9.94%
\$.50 Room Tax	\$2,442,994	\$2,664,204	9.05%
SubTotal of YTD Tax Collections	\$46,876,208	\$55,258,238	17.88%
Campus Sales Tax	\$0	\$10,163,732	-
Total YTD Tax Collections	\$46,876,208	\$65,421,970	39.56%

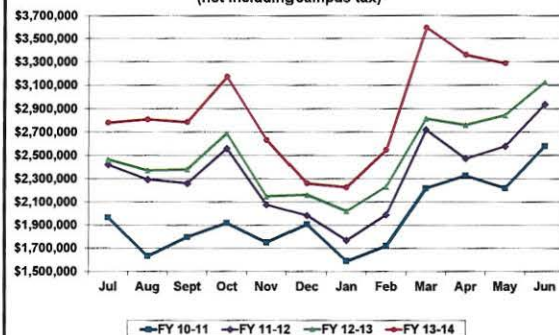
MCC Portion of Year-to-Date FY2014 Total Tax Collections

	FY 2013	FY 2014	Variance
2/5 of 5% Occupancy Tax	\$10,979,563	\$13,331,212	21.42%
Net 1% Occupancy Tax	\$4,424,404	\$5,526,391	24.91%
\$2 Room Tax	\$9,771,410	\$10,656,678	9.06%
Contracted Vehicle	\$587,479	\$695,235	18.34%
Rental Vehicle	\$1,135,636	\$1,248,484	9.94%
SubTotal of YTD Tax Collections	\$26,898,493	\$31,457,999	16.95%
Campus Sales Tax	\$0	\$10,163,732	-
Total YTD Tax Collections	\$26,898,493	\$41,621,732	54.74%

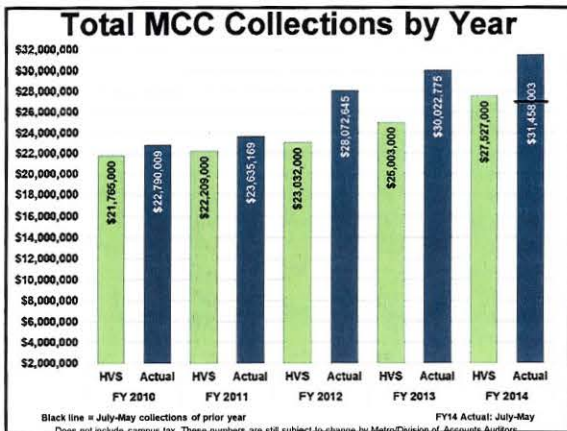
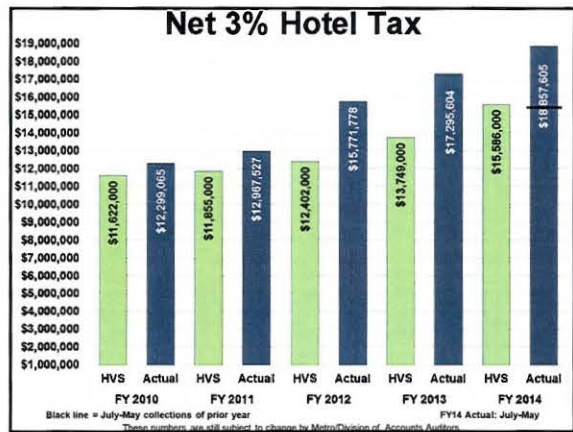
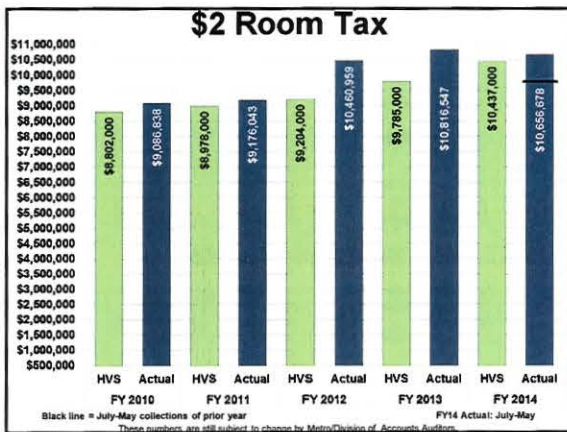
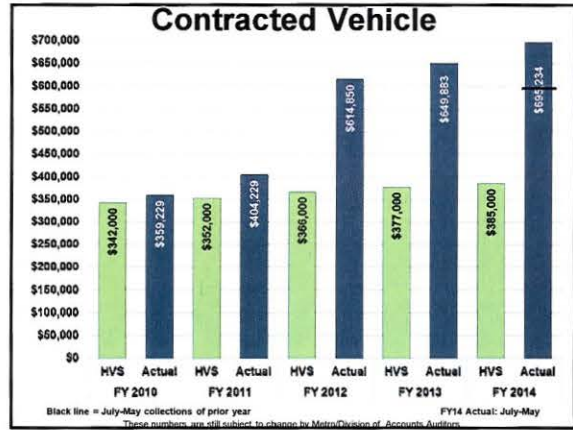
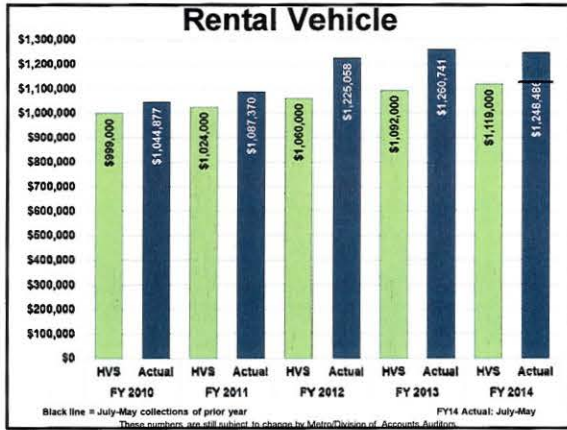
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### MCC Tax Collections

As of May 31, 2014  
(not including campus tax)



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



## CUSTOMER SURVEYS

- APRIL
  - 8 surveys returned
  - Would you recommend the MCC? 8 yes/0 no
  - Overall Grade: A
- MAY
  - 15 out of 24 surveys returned (62.5%)
  - Would you recommend the MCC? 15 yes/0 no
  - Overall Grade: A

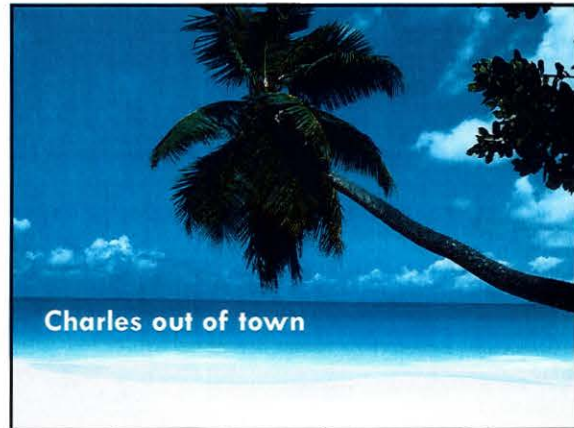
## CUSTOMER SURVEYS

### • JUNE

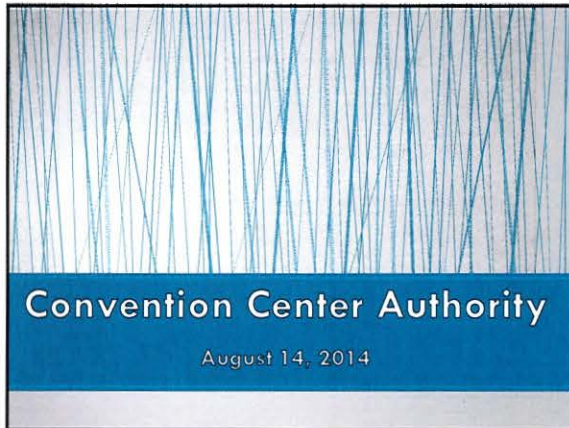
- 8 out of 25 surveys returned (32.0%)
- Would you recommend the MCC? 8 yes/0 no
- Overall Grade: A

### • JULY

- 9 out of 17 surveys returned (52.9%)
- Would you recommend the MCC? 8 yes/0 no
- Overall Grade: A



Charles out of town



Convention Center Authority

August 14, 2014





# Diversified Business Enterprise Vendors FY 2014

## ***Minority Owned:***

A-Z Office Resource, Inc. (NABE)  
Bestway Janitorial Services (AAMBE)  
Cushion Employer Services (AAMBE)  
Custom Window Coverings (HABE)  
Reed Landscaping (AAFBE)  
Williams Lubrication (NABE)

## ***Women Owned:***

Award Center  
Blink Marketing  
Inquiries Inc.  
Industrial Staffing  
Jarvis Signs  
Med-Star Medical  
Resource Information & Control  
TA Staffing  
Tray Company  
Trojan Labor  
Segway of Nashville  
Sir Speedy

## ***Small Businesses:***

AdventureWorks  
Crawford Door Sales  
Convention Production Rigging  
Sign-a-rama

