

# **MINUTES OF THE 41<sup>st</sup> MEETING OF THE CONVENTION CENTER AUTHORITY OF THE METROPOLITAN GOVERNMENT OF NASHVILLE & DAVIDSON COUNTY**

The 41<sup>st</sup> meeting of the Convention Center Authority of the Metropolitan Government of Nashville and Davidson County (CCA) was held on June 6, 2013 at 8:00 a.m., in Room 205-AB at the Music City Center, Nashville, Tennessee.

**AUTHORITY MEMBERS PRESENT:** Mark Arnold, Marty Dickens, Francis Guess, Ken Levitan, Willie McDonald, and Leo Waters

**AUTHORITY MEMBERS NOT PRESENT:** Vonda McDaniel, Luke Simons, Mona Lisa Warren, and Vice-Mayor Diane Neighbors, Ex-Officio

**OTHERS PRESENT:** Charles Robert Bone, Rich Riebeling, Charles Starks, Larry Ate ma, Barbara Solari, Patrick Holcombe, Gary Schalmo, Joey Garrison, Mark Sturtevant, Ryan Johnson, Ed Henley, Mike White, Kristen Heggie, Bob Lackey, Brian Downey, Steve Curtis, Holly McCall, Heidi Runion, Patricia Douglas, Rich Boyd, Mary Brette Clippard, Thaddeus Dukes, Roxianne Bethune, Jasmine Quattlebaum, Jamie McGee. In addition, other members of the public were present.

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 recognized the project team and those involved in getting the Music City Center open.

Kristen Heggie was asked to share about the Governor's Environmental Stewardship Award in the green building category for the Music City Center.

It was announced that the next scheduled meeting will be on July 11, 2013 at 8:00am.

**ACTION:** Leo Waters made a motion to approve the 40<sup>th</sup> Meeting Minutes of May 2, 2013. The motion was seconded by Willie McDonald and approved unanimously by the Authority.

Charles Starks was asked to give an RFP update regarding temporary labor services.

**ACTION:** Willie McDonald made a motion (i) accepting the recommendation of the evaluation committee and (ii) authorizing Charles Starks to negotiate and execute an agreement with Industrial Staffing of Tennessee for temporary labor services on substantially the same terms as set forth in the RFP and considered this day. The motion was seconded by Mark Arnold, and after discussion and amendment to include a change of control clause in the agreement, was approved unanimously by the Authority.

Charles Starks then reported on tax collections and there was discussion. (Attachment #1)

Mr. Starks also gave an update on the Nashville Convention Center and transition of meeting rooms to the Renaissance Nashville Hotel at the end of the year and the transition of food and beverage services on July 1, 2013 upon the termination of the Ovations Food Services contract. There was discussion.

There was additional discussion regarding art in the Music City Center and its security.

Larry Atema and the project team then gave a project and staffing plan update. (Attachment #2) Patrick Holcombe discussed the police station and arena. There was discussion. Gary Schalmo was asked to report on close-out tracking and there was discussion. (Attachment #1) Roxianne Bethune was asked to discuss the DBE program for the project. (Attachment #1)

**ACTION:** Francis Guess made a motion accepting the close-out staffing plan as presented by Larry Atema and the project team. The motion was seconded by Willie McDonald and after discussion was approved unanimously by the Authority.

There were closing announcements and discussion. With no additional business a motion was made to adjourn, with no objection the CCA adjourned at 9:02 a.m.

Respectfully submitted,



---

Charles L. Starks  
President & CEO  
Convention Center Authority

Approved:



---

Marty Dickens, Chairman  
CCA 41<sup>st</sup> Meeting Minutes  
of June 6, 2013



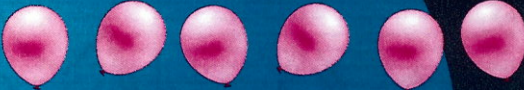


## Appeal of Decisions

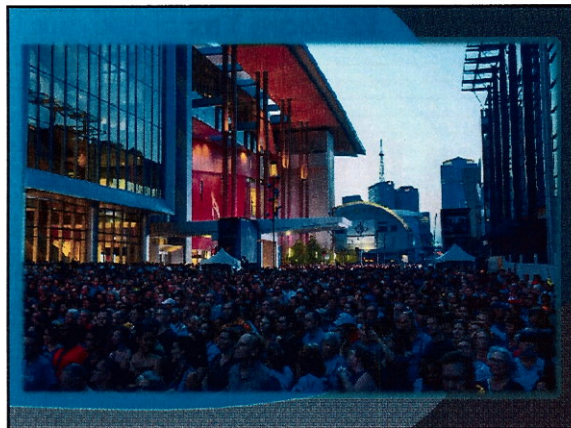
*Appeal of Decisions from the Convention Center Authority*— Pursuant to the provisions of § 2.68.030 of the Metropolitan Code of Laws, please take notice that decisions of the Convention Center Authority may be appealed if and to the extent applicable to the Chancery Court of Davidson County for review 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!



*Francis Guess - June 14<sup>th</sup>*  
*Larry Atema - June 25<sup>th</sup>*



## RFPs

- Temp Labor

### MCC/Hotel Tax Collection

As of March 31, 2013

	2/5 of 5% Occupancy Tax	Net 1% Occupancy Tax	\$2 Room Tax	Contracted Vehicle Tax	Rental Vehicle Tax	Total	Variance to FY 11-12
July	\$980,966	\$396,506	\$939,316	\$40,583	\$108,516	\$2,465,887	1.83%
August	\$924,309	\$374,097	\$893,228	\$61,843	\$119,420	\$2,372,897	3.41%
September	\$964,456	\$387,224	\$881,814	\$45,978	\$101,375	\$2,380,847	5.27%
October	\$1,136,710	\$455,942	\$932,880	\$49,425	\$114,161	\$2,689,118	5.06%
November	\$879,214	\$344,876	\$783,439	\$44,467	\$97,305	\$2,148,301	3.40%
December	\$879,425	\$331,370	\$814,836	\$53,836	\$84,357	\$2,163,824	8.99%
January	\$845,553	\$322,200	\$753,127	\$44,521	\$57,748	\$2,023,149	14.29%
February	\$893,970	\$365,182	\$802,834	\$62,783	\$109,157	\$2,233,926	12.15%
March	\$1,183,483	\$481,390	\$988,410	\$55,918	\$105,900	\$2,815,101	3.51%
April							
May							
June							
YTD Total	\$8,688,086	\$3,458,787	\$7,789,884	\$459,354	\$897,939	\$21,294,050	6.03%

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

### MCC/Hotel Tax Collection

March Total Tax Collections

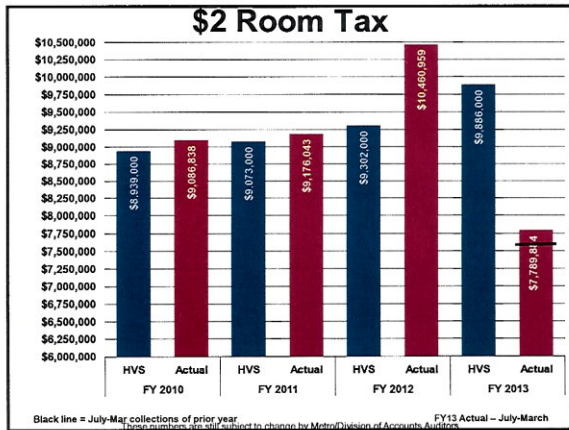
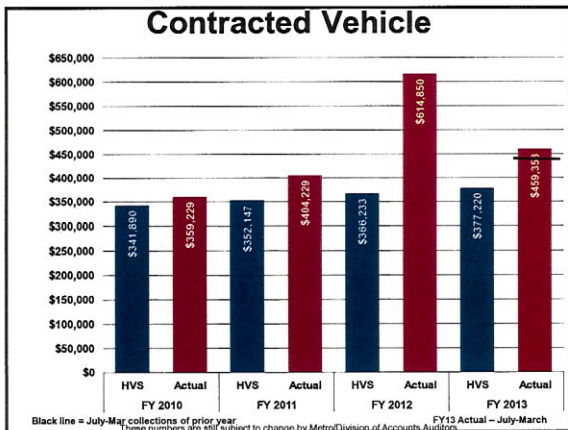
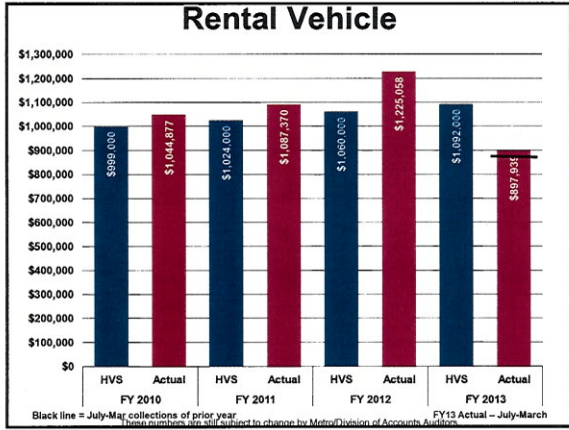
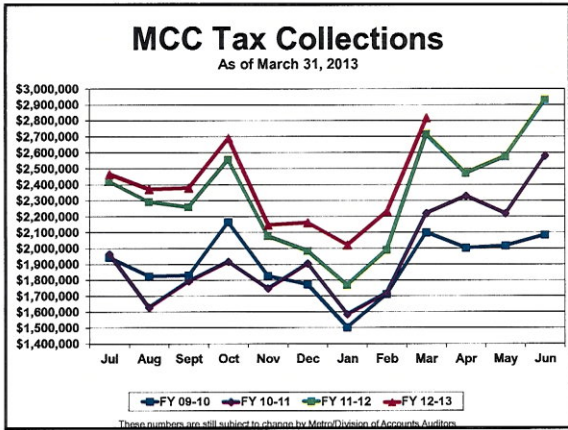
	2012	2013	Variance
5% Occupancy Tax	\$2,801,435	\$2,958,707	5.61%
Gross 1% Occupancy Tax	\$560,287	\$591,741	5.61%
\$2 Room Tax	\$1,010,229	\$988,410	-2.16%
Contracted Vehicle	\$46,912	\$55,918	19.20%
Rental Vehicle	\$106,497	\$105,900	-0.56%
\$.50 Room Tax	\$252,559	\$247,102	-2.16%
<b>Total Collections</b>	<b>\$4,777,920</b>	<b>\$4,947,779</b>	<b>3.56%</b>
<b>Total YTD Collections</b>	<b>\$34,954,242</b>	<b>\$37,159,042</b>	<b>6.31%</b>

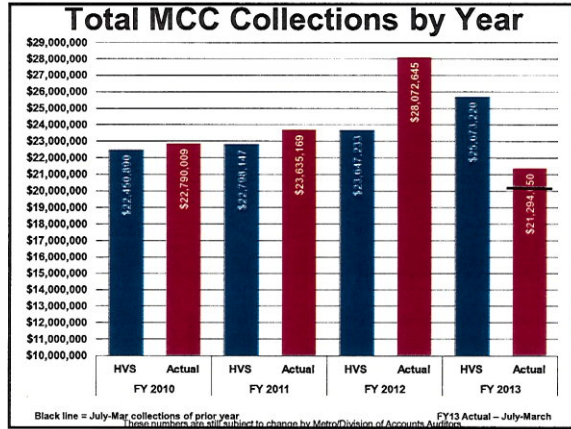
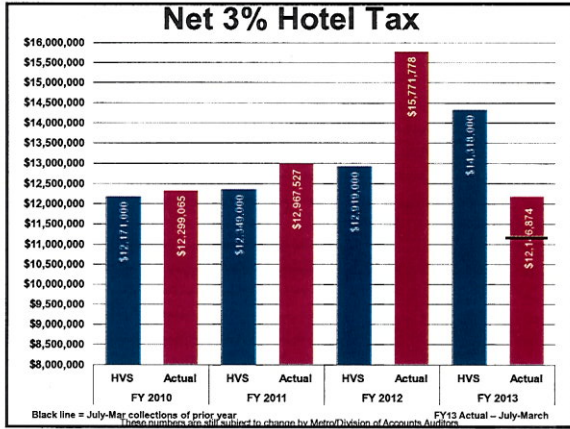
  

MCC Portion of March Tax Collections

	2012	2013	Variance
2/5 of 5% Occupancy Tax	\$1,120,574	\$1,183,483	5.61%
Net 1% Occupancy Tax	\$435,394	\$481,390	10.56%
\$2 Room Tax	\$1,010,229	\$988,410	-2.16%
Contracted Vehicle	\$46,912	\$55,918	19.20%
Rental Vehicle	\$106,497	\$105,900	-0.56%
<b>MCC Collections</b>	<b>\$2,719,606</b>	<b>\$2,815,101</b>	<b>3.51%</b>
<b>MCC YTD Collections</b>	<b>\$20,083,122</b>	<b>\$21,294,050</b>	<b>6.03%</b>

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





## DBE Overview

**In Progress**

- 2Q13 Monitoring & Management
- DBE Closeout
- DBE Survey
- Semi-Annual Compliance Report

**Upcoming**

- Final DBE Report 3Q13
- Final Compliance Report

## DBE Overview

Contract	DBE Construction Closeout Status	DBE Construction Closeout Status
1	...	...
2	...	...
3	...	...
4	...	...
5	...	...
6	...	...
7	...	...
8	...	...
9	...	...
10	...	...
11	...	...
12	...	...
13	...	...
14	...	...
15	...	...
16	...	...
17	...	...
18	...	...
19	...	...
20	...	...
21	...	...
22	...	...
23	...	...
24	...	...
25	...	...
26	...	...
27	...	...
28	...	...
29	...	...
30	...	...
31	...	...
32	...	...
33	...	...
34	...	...
35	...	...
36	...	...
37	...	...
38	...	...
39	...	...
40	...	...
41	...	...
42	...	...
43	...	...
44	...	...

**44 Prime Contracts and 160 DBE Subcontracts**

## DBE Overview

### DBE Compliance Survey

Surveys will be collected with the Compliance Report, the survey's information will not be labeled and results will be composite separate.

This survey is for the sole purpose of gathering information on the DBE programs as well as the Contractor and Management interaction on the Music City Center Project.

Note: Along with the request to complete this survey, honest and in depth feedback is encouraged.

There will be NO POSITIVE OR NEGATIVE EFFECTS of the contents received on this survey.

\*Please include reasons or justifications to answers in "Comments" section at end of survey \*\*

1) Describe your overall experience as a Prime / Sub / DBE (circle option most appropriate) on the Music City Center Project using the scale 1 to 10 below.

Poor: 1 2 3 4 5 6 7 8 9 10 Excellent

2) Describe your level of satisfaction as it relates to your Prime's Performance (Scope of work) on the Music City Center Project using the scale 1 to 10 below.

Poor: 1 2 3 4 5 6 7 8 9 10 Excellent

2a) Would you work with them again? YES NO

3) Describe your level of satisfaction as it relates to your Sub's Performance (Scope of work) on the Music City Center Project using the scale 1 to 10 below.

Poor: 1 2 3 4 5 6 7 8 9 10 Excellent

3a) Would you work with them again? YES NO

4) Describe your level of satisfaction as it relates to your DBE's Performance (Scope of work) on the Music City Center Project using the scale 1 to 10 below.

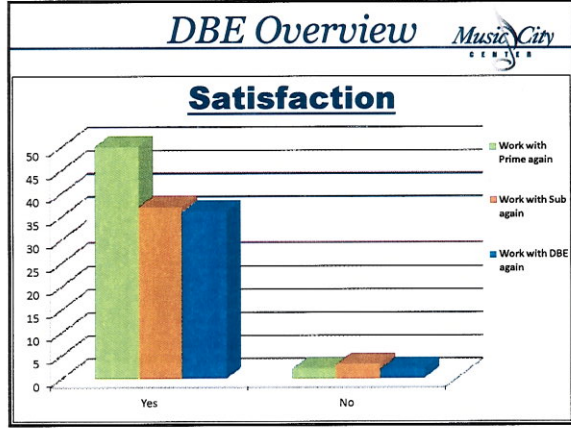
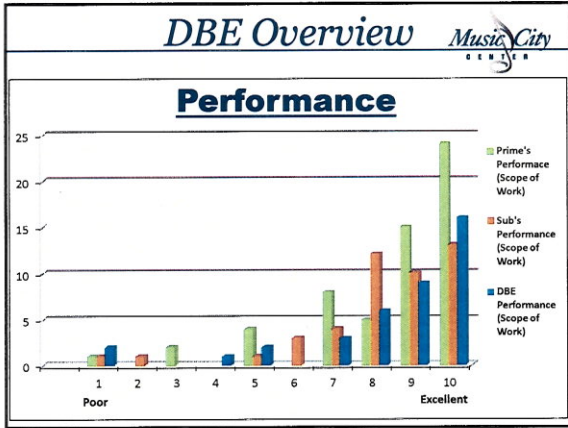
Poor: 1 2 3 4 5 6 7 8 9 10 Excellent

4a) Would you work with them again? YES NO

5) Based on your answers to the questions above would you like to work on a project with a DBE component in the future?

YES NO

Comments:



#### MUSIC CITY CENTER SUBCONTRACTOR CLOSEOUT TRACKING

Subcontractor	OPEN Punchlist Issues	FINAL Warranty Approved	Training Complete	As-Builts Approved	O&M Approved	Attic Stock Turned Over	Final Release of Lien	Consent of Surety	FINAL Contract Amount	FINAL Released Retention
ACS	0	No	Pending Submission	Yes	Yes	N/A	Pending	Pending	TBD	No
Adhwell	18	No (Joint Seats)	N/A	Submitted	Yes	Yes	Pending	Pending	TBD	No
Alexander Hixson	24	No	N/A	Yes	No	N/A	Pending	Pending	TBD	No
Alan Spear	11	No	N/A	N/A	N/A	Yes	Pending	Pending	TBD	No
Alpha	3	Yes	N/A	N/A	N/A	N/A	Pending	Pending	TBD	No
Atlanta Midtown	0	No	Submitted	N/A	No	Yes	Pending	Pending	TBD	No
Associated Imports	16	No (Joint Seats)	N/A	Yes	Yes	Yes	Pending	Pending	TBD	No
Bauer Roofing	24	No	Pending Submission	N/A	No	No	Pending	Pending	TBD	No
Case	55	No (Joint Seats)	N/A	N/A	N/A	N/A	Pending	Pending	TBD	No
Centri	662	No	Pending Submission	Yes	No	No	Pending	Pending	TBD	No
Excels	21	No	Submitted	Submitted	JOB (R)	Yes	Pending	Pending	TBD	No
Capstone	78	Yes	N/A	N/A	Yes	Yes	Pending	Pending	TBD	No
Facility Demonstration	0	N/A	N/A	N/A	N/A	N/A	Pending	Pending	TBD	N/A
Federal Equipment	0	No	Pending Submission	Submitted	No	N/A	Pending	Pending	TBD	No
Fisher	113	No	Submitted	Submitted	Yes	No	Pending	Pending	TBD	No
Four Star Paving	0	Yes	N/A	N/A	N/A	N/A	Pending	Pending	TBD	No
Girtman	18	Yes	Submitted	N/A	Yes	No	Pending	Pending	TBD	No
Hannah	6	Yes (R)	Pending Submission	Yes	Yes	No	Pending	Pending	TBD	No
Hulbur	226	Yes	Submitted	Yes	Yes	No	Pending	Pending	TBD	No

#### MUSIC CITY CENTER SUBCONTRACTOR CLOSEOUT TRACKING

Subcontractor	OPEN Punchlist Issues	FINAL Warranty Approved	Training Complete	As-Builts Approved	O&M Approved	Attic Stock Turned Over	Final Release of Lien	Consent of Surety	FINAL Contract Amount	FINAL Released Retention
SEC	15	Yes	Pending Submission	Submitted	Yes	Yes	Pending	Pending	TBD	No
Jervis	15	No	N/A	N/A	Yes	N/A	Pending	Pending	TBD	No
John & Green	0	N/A	N/A	N/A	N/A	N/A	Yes	Yes	FINALISED	N/A
KCE	0	N/A	N/A	N/A	N/A	N/A	Yes	Yes	FINALISED	N/A
Kevach	154	No	N/A	Yes	Yes	No	Pending	Pending	TBD	No
Lewis	0	Yes	N/A	Yes	N/A	N/A	Pending	Pending	TBD	No
Lightwave	0	Submitted	Submitted	Submitted	N/A	Pending	Pending	TBD	No	
Li	0	N/A	N/A	N/A	N/A	N/A	Pending	Pending	TBD	N/A
Magar Commercial	35	N/A	N/A	N/A	N/A	N/A	Pending	Pending	TBD	No
Metra Waterproofing	20	No	N/A	N/A	N/A	N/A	Pending	Pending	TBD	No
MID	3	No	N/A	No	N/A	N/A	Pending	Pending	TBD	No
Mountain States	0	Submitted	N/A	Submitted	N/A	N/A	Pending	Pending	TBD	No
Nashville Machine	2	Yes	Submitted	N/A	Yes	Yes	Pending	Pending	TBD	No
PAFIRE	0	N/A	N/A	N/A	N/A	Yes	Yes	Yes	FINALISED	N/A
Reed	13	Submitted	Submitted	Submitted	Yes	Pending	Pending	TBD	No	
Resolute	30	N/A	N/A	N/A	N/A	N/A	Pending	Pending	TBD	No
Roswell	11	No (Joint Seats)	N/A	N/A	Submitted	N/A	Pending	Pending	TBD	No
Ryan Fireprotection	1	Yes	Submitted	Yes	N/A	N/A	Pending	Pending	TBD	No
Schuff	4	No	N/A	Submitted	N/A	N/A	Pending	Pending	TBD	No
Spectra	13	No	N/A	N/A	Yes	Yes	Pending	Pending	TBD	No
Stansel	0	Submitted	N/A	N/A	N/A	N/A	Pending	Pending	TBD	No
Summit	0	N/A	N/A	N/A	N/A	N/A	Yes	Yes	FINALISED	N/A
Tan	6	No	N/A	N/A	N/A	N/A	Pending	Pending	TBD	No
Wanum	0	N/A	N/A	N/A	N/A	N/A	Pending	Pending	TBD	N/A





Music City Center  
Close Out Staffing Plan

