

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

**MINUTES OF THE 104<sup>th</sup> MEETING OF THE  
CONVENTION CENTER AUTHORITY OF THE  
METROPOLITAN GOVERNMENT OF NASHVILLE &  
DAVIDSON COUNTY**

The 104<sup>th</sup> meeting of the Convention Center Authority of the Metropolitan Government of Nashville and Davidson County (CCA) was held on October 14, 2021 at 9:00 a.m. in the Administrative Conference Room of the Administrative Offices at the Music City Center, Nashville, Tennessee.

**AUTHORITY MEMBERS PRESENT:** Marty Dickens, Austin Brown, Robert Davidson, Irwin Fisher, and Seema Prasad

**AUTHORITY MEMBERS NOT PRESENT:** Norah Buikstra, Alfred Degrafinreid II, Barrett Hobbs, and Vonda McDaniel

**OTHERS PRESENT:** Charles Starks, Charles Robert Bone, Jasmine Quattlebaum, Heidi Runion, Heather Jensen, Elisa Putman, Brian Ivey, and Donna Gray

Chair Marty Dickens opened the meeting for business at 9:03 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:** Irwin Fisher made a motion to approve the 103<sup>rd</sup> Meeting Minutes of August 10, 2021. The motion was seconded by Austin Brown and approved unanimously by the Authority.

The next regularly scheduled meeting is scheduled for November 4, 2021 at 9:00 am.

Charles Starks and Jasmine Quattlebaum provided information on the RFP Audio Visual Services (Attachments #1 and #2) and there was discussion.

**ACTION:** Austin Brown made a motion [i] accepting the recommendation of the evaluation committee and [ii] authorizing Charles Starks to execute an agreement with LMG, LLC for audio visual services for the Music City Center on substantially the same terms as considered this day. The motion was seconded by Robert Davidson and approved unanimously by the Authority.

Charles Starks and Jasmine Quattlebaum provided information on the RFP Compensation and Benefits Analysis (Attachments #1 and #3) and there was discussion.

**ACTION:** Irwin Fisher made a motion [i] accepting the recommendation of the evaluation committee and [ii] authorizing Charles Starks to execute an agreement with Cushion Employer Services for compensation and benefits analysis services on substantially the same terms as considered this day. The motion was seconded by Seema Prasad and approved unanimously by the Authority.

Charles Starks provided an update on STR, LLC Statistics for Davidson County and downtown hotels (Attachment #1) and there was discussion.

Charles Starks provided an update on Tax Collections (Attachment #1) and there was discussion.

Charles Starks and Brian Ivey provided an update on ASAE in Nashville August 2022, Charles being nominated for Chair of PCMA, and COVID-19 and its potential impact on the Music City Center and there was discussion.

Austin Brown asked for an update on the Fifth+Broadway Amendment to the Parking Garage Lease and there was discussion.

Irwin Fisher discussed and provided a handout on the history of the Music City Center and there was discussion.

With no additional business, the Authority unanimously moved to adjourn at 9:58 a.m.

Respectfully submitted,

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Charles L. Starks  
President & CEO  
Convention Center Authority

Approved:

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Marty Dickens, Chair  
CCA 104<sup>th</sup> Meeting Minutes  
of October 14, 2021



October 14, 2021

## Convention Center Authority

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## 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.*

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## Happy Birthday!

 Marty Dickens August 22 <sup>nd</sup>	 Seema Prasad September 1 <sup>st</sup>	 Norah Bulkstra September 22 <sup>nd</sup>	 Barrett Hobbs September 27 <sup>th</sup>
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## OPERATIONS UPDATE

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## RFP Audio Visual Services

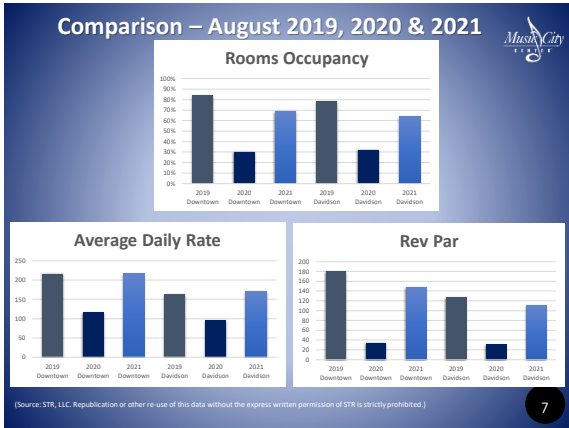
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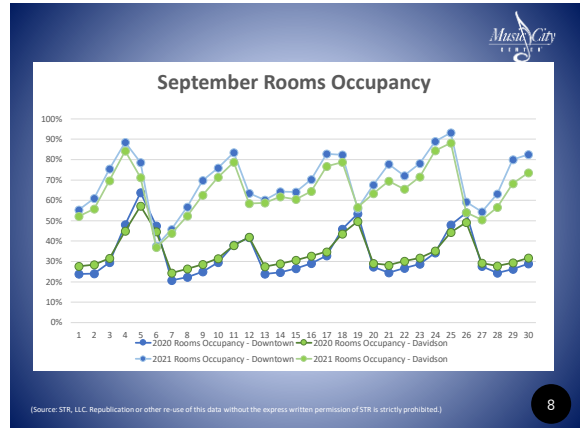
## RFP Compensation and Benefits Analysis

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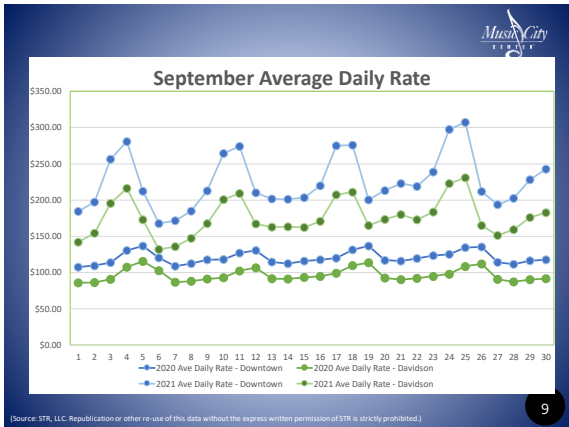
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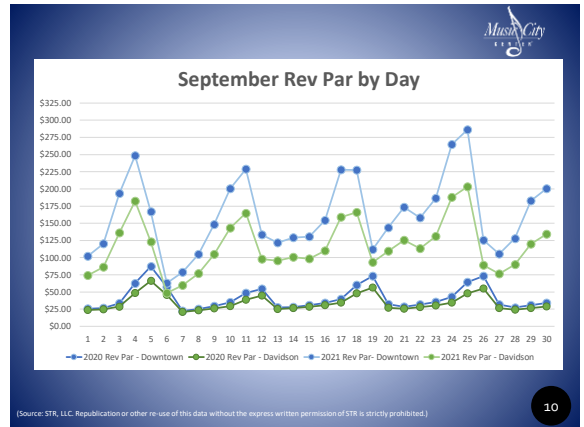
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# TAX COLLECTIONS

(Source: STR, LLC. Reproduction or other re-use of this data without the express written permission of STR is strictly prohibited.)

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### MCC/Hotel Tax Collection

Collections Thru July 2021  
 (excludes TDZ)

	2/5 of 5% Occupancy Tax	Net 1% Occupancy Tax	\$2 Room Tax	Contracted Vehicle Tax	Rental Vehicle Tax	Campus Tax	Total	Variance to FY 21-22
July	\$3,038,566	\$1,388,172	\$1,603,070	\$243,672	\$262,677	\$1,410,629	\$7,946,786	318.27%
August							\$0	0%
September							\$0	0%
October							\$0	0%
November							\$0	0%
December							\$0	0%
January							\$0	0%
February							\$0	0%
March							\$0	0%
April							\$0	0%
May							\$0	0%
June							\$0	0%
YTD Total	\$3,038,566	\$1,388,172	\$1,603,070	\$243,672	\$262,677	\$1,410,629	\$7,946,786	318.27%

All numbers subject to change by CCA Auditors

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### MCC/Hotel Tax Collection

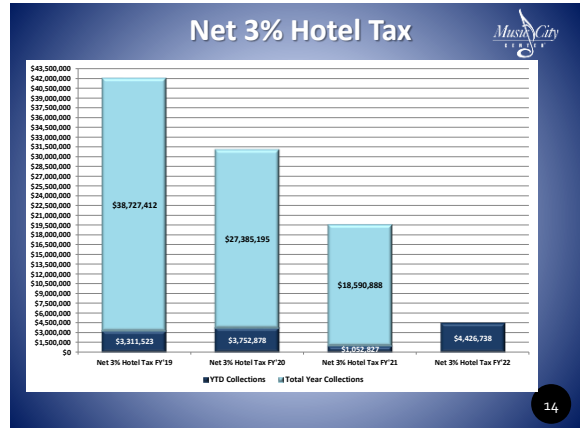
MCC Portion of July 2021 Tourism Tax Collections				
	FY 2020	FY 2021	FY 2022	Variance
2/5 of 5% Occupancy Tax	\$2,589,786	\$718,223	\$3,038,566	323.07%
Net 3% Occupancy Tax	\$1,163,092	\$334,604	\$1,388,172	314.87%
\$2 Room Tax	\$1,542,238	\$635,470	\$1,603,070	152.26%
Contracted Vehicle	\$374,970	\$50,415	\$243,672	383.33%
Rental Vehicle	\$146,689	\$86,886	\$262,677	202.32%
Campus Sales Tax	\$1,643,485	\$74,312	\$1,410,629	1798.26%
TDZ Sales Tax Increment	\$0	\$0	\$0	0.00%
<b>Total Tax Collections</b>	<b>\$7,460,260</b>	<b>\$1,899,910</b>	<b>\$7,946,786</b>	<b>318.27%</b>

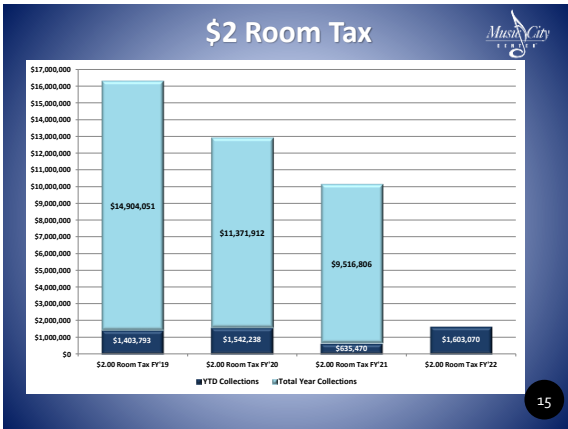
MCC Portion of Year-to-Date Tourism Tax Collections				
	FY 2020	FY 2021	FY 2022	Variance
2/5 of 5% Occupancy Tax	\$2,589,786	\$718,223	\$3,038,566	323.07%
Net 3% Occupancy Tax	\$1,163,092	\$334,604	\$1,388,172	314.87%
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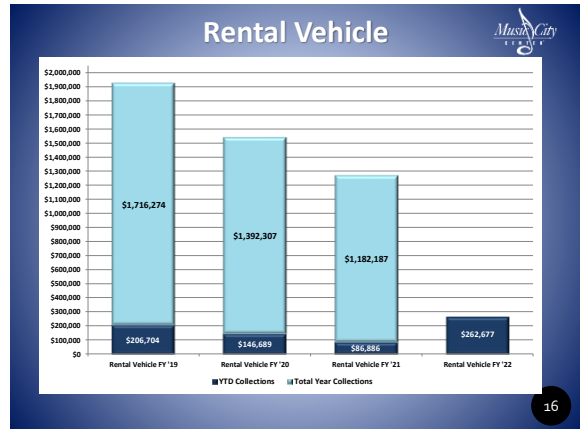
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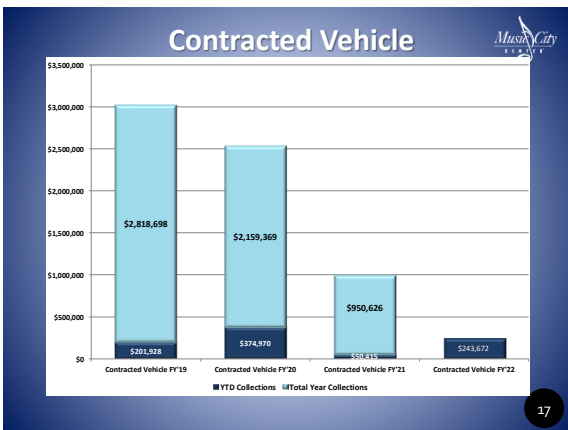
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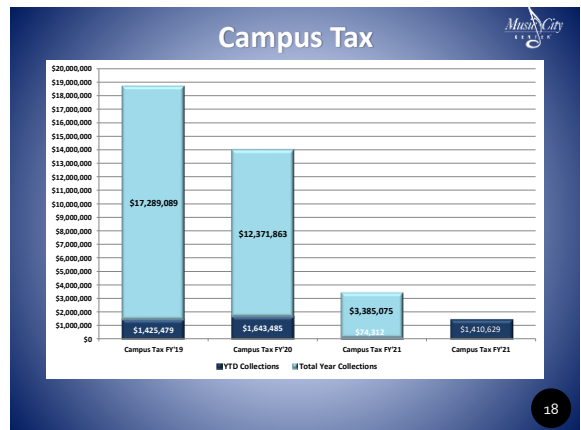
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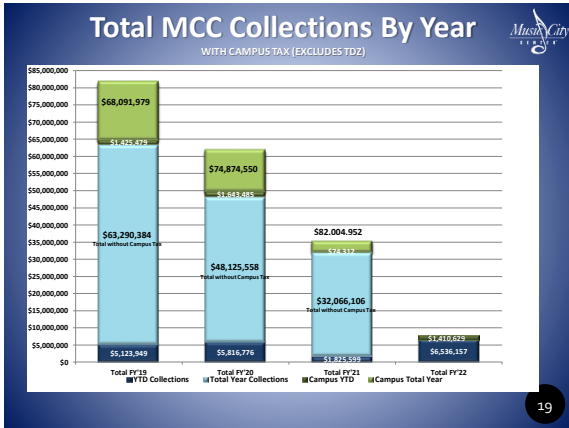
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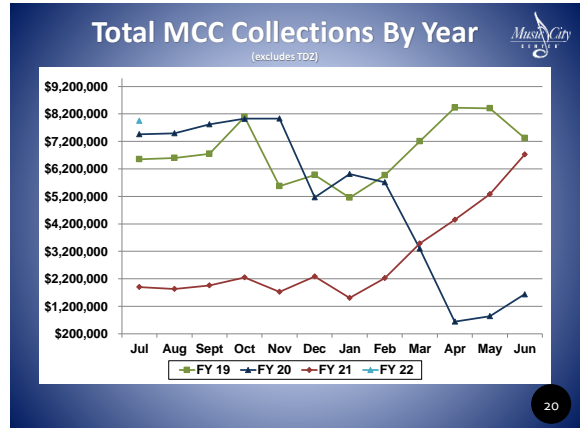
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### September Events

- 9 Events
- 10,145 Attendees
- 19,143 Room Nights
- \$11,625,268 Direct Economic Impact

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October 14, 2021

### Convention Center Authority

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**RFP Intent to Award Summary Sheet for the Music City Center**

**RFP:** *Audio Visual Services*

**Selected Vendor:**

*LMG, LLC*

**Compensation and Cost:**

	<b>Year1</b>	<b>Year2</b>	<b>Year3</b>	<b>Year4</b>	<b>Year 5</b>
<b>Gross Equipment Rentals</b>	25.00%	25.00%	25.00%	25.00%	25.00%
<b>Gross Labor on Set-up/Teardown</b>	25.00%	25.00%	25.00%	25.00%	25.00%

After reaching \$1,000,000 in revenue, our commission structure on gross equipment rentals and gross labor on setup/teardown increase to the following:

\$1,000,001 – \$2,000,000: 30% Commission

\$2,000,001 and above: 35% Commission

LMG will offer a 25% commission on gross equipment rentals and gross labor on setup/teardown

**Term:**

*Three (3) year term*

*With two (2) one year options to renew*

**DBE participation:**

*CP Rigging*

*Hara Inc. dba Hot Shot Delivery*

**Other Vendors that Submitted Bids:**

JSAV

OnSite Audio Visual





**RFP Intent to Award Summary Sheet for the Music City Center**

**RFP:** *Compensation and Benefits Analysis for the Music City Center*

**Selected Vendor:**

*Cushion Employer Services Corporation*

**Compensation and Cost:**

Cushion Employer Services will be compensated as follows:

Cushion's fee to produce the compensation study and recommended salaries, wages, and incentive plans for Team Members (includes all work, supplies, travel, and attendance at any meeting deemed necessary)	<i>\$42,730.00</i>
The monthly flat fee for administration of the Customer Satisfaction Survey	<i>\$1,381.00</i>
The monthly flat fee for administration of the Team Member Exit Survey	<i>\$390.00</i>
The annual flat fee for administration for the Team Member Satisfaction Survey	<i>\$17,550.00</i>
The hourly fee for any other work The Authority may require	<i>\$225.00</i>

**Term:**

*Three (3) year term*

*One time option to extend for one (1) additional two year term at the sole discretion of the CCA*

**DBE participation:**

*100 % Minority-Owned Business*

**Other Vendors that Submitted Bids:**