

**MINUTES OF THE
FINANCE & AUDIT COMMITTEE MEETING OF THE
CONVENTION CENTER AUTHORITY OF THE
METROPOLITAN GOVERNMENT OF NASHVILLE &
DAVIDSON COUNTY**

The Finance & Audit Committee Meeting of the Convention Center Authority of the Metropolitan Government of Nashville and Davidson County (CCA) was held on February 22, 2019 at 10:00 a.m. in Board Room A at the Music City Center, Nashville, Tennessee.

FINANCE & AUDIT COMMITTEE MEMBERS PRESENT: Randy Goodman, Irwin Fisher, Vonda McDaniel, Willie McDonald, and Marty Dickens, Ex-Officio

FINANCE & AUDIT COMMITTEE MEMBERS NOT PRESENT: Randy Rayburn

OTHERS PRESENT: Charles Starks, Heidi Runion, Donna Gray, and Renuka Christoph

Committee Chair Randy Goodman opened the meeting at 10:02 a.m. for business and noted there was a quorum 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: Vonda McDaniel made a motion to approve the Finance & Audit Committee minutes of February 23, 2018. The motion was seconded by Willie McDonald and approved unanimously by the Authority.

Charles Starks reviewed the Operational Cash Reserve Policy (Attachment #1) and there was discussion.

ACTION: Irwin Fisher made a motion that the Finance & Audit Committee recommend to the Authority the approval of an amendment to the operational cash reserve policy whereby the Music City Center shall keep an amount equal to 270 days of the approved

operating budget, inclusive of food and beverage expenses in reserve each fiscal year. The motion was seconded by Vonda McDaniel and approved unanimously by the Authority.

Charles Starks and Heidi Runion presented the proposed Music City Center Operating and Capital Budget for FY 2020 (Attachment #1) and there was discussion.

ACTION: Irwin Fisher made a motion that the Finance & Audit Committee recommend to the Authority the approval of the 2020 Fiscal Year Operating and Capital Budget to fund the activities, operations and capital needs of the Music City Center and authorizing an early release of certain capital expenditure needs. The motion was seconded by Willie McDonald and approved unanimously by the Authority.


With no additional business and no objections, the Finance & Audit Committee of the CCA adjourned at 10:46 a.m.

Respectfully submitted,



Charles L. Starks
President & CEO
Convention Center Authority

Approved:



Randy Rayburn, Committee Chair
CCA Finance & Audit Committee
Meeting Minutes of February 22, 2019



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.

Cash Reserve Policy

Current Policy

MCC shall keep in reserve, not less than an amount equal to 180 days of the approved operating budget in each fiscal year. (excluding F&B)

FY20 - \$12,073,500

Proposed Policy

MCC shall keep in reserve, not less than an amount equal to 180 days of the total approved operating budget in each fiscal year.

FY20 - \$21,411,050

FY19 Operations

Year-End Estimates

- 262 events (49 non-profit)
- 502,610 attendees (33,578 non-profit)
- 380,796 room nights
- \$362,321,952 economic impact

Tours

- 28
- 446 attendees

Turnover

- Annual - 25%
- 11% decrease over last year

Customer Survey Results YTD

- 116 responses (50.43%)
- YTD average grade = A (12.25 out of 31)

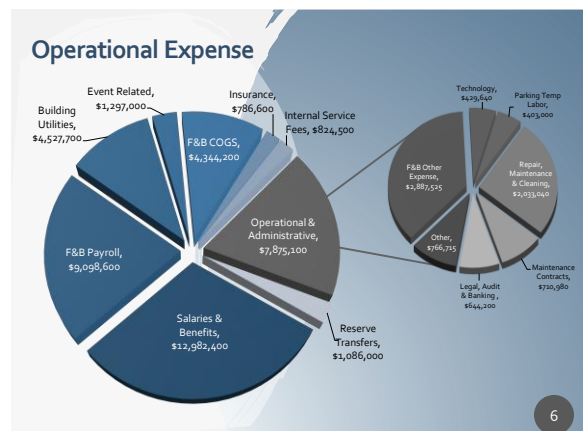
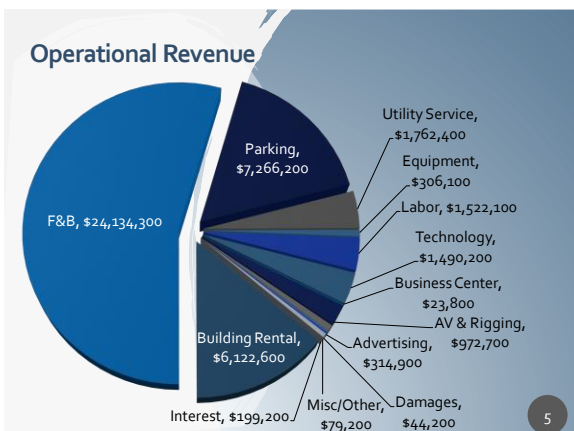
Future Bookings

Events booked through 2030:

- 298 events
- 2,037,658 attendees
- 2.7 million total room nights
- \$2.7 billion in economic impact

Future Bookings Include:

- National Association of Music Merchants
- Hearth, Patio, & Bar-B-Que Association (4)
- National Rural Electric (2)
- International Car Wash Association (3)
- International Roofing Expo (2)
- National Cattlemen's Beef Association (2)
- Brewers Association (2)



FY20 Capital & Non-Operating Summary

Grand Total - \$16,950,700

Sustainability	\$23,400	Technology	\$560,500
- Recycling Containers		- Building Management Software	
		- Fusion Ex Hall Lighting Programming	
Parking	\$1,725,000	- Website Upgrades	
- Park Assist		- Digital Signage Additions	
Security	\$74,800	Engineering	\$887,700
- Additional AED Units		- Bone Yard Canopy with Shelving	
- Replacement Radios		- Card Access Door Hardware Upgrade	
Facilities	\$1,059,100	- Reclaim System Sand Filter Upgrades	
- Airwall Recovering		- Dock Breezeway and Canopy	
- Vacuum & VacShampooer		- 12 Exterior Light Poles	
- Mecho Shades		Food & Beverage	\$30,200
- Cubic Chairs		- Retail Carts Menu Board Upgrades	
- Terrace Tables		Security Bollards	\$4,990,000
Admin	\$7,600,000	- Phase 3	
- Land Purchase - 705 4 th Ave S		- 125 Lighted Bollards	
- Land Improvements			
- Campus Master Plan			
- Seating Area - Level 3			
- Miscellaneous Equipment			

FY20 Total Revenue & Expense

Anticipated Surplus - \$58,202,700

Operating Revenues	\$44,237,900
Tourism Taxes (net of Metro MOU payment)	\$80,206,900
TDZ	\$46,327,000
TOTAL REVENUE	\$170,771,800
Operating Expenses	\$42,822,100
MCC Bond Payment	\$40,598,200
Omni Hotel Payment	\$12,000,000
Bond Administrative Cost	\$198,100
Capital Expenses Anticipated	\$16,950,700
TOTAL EXPENSES	\$112,569,100

