

Kosciusko County Convention, Recreation & Visitors Commission January 17, 2018

The Kosciusko County Convention, Recreation & Visitors Commission (KCCRVC) met for a regular meeting on January 17, 2018 at 9:00a.m. in the Courtroom on the third floor of the Courthouse, 100 W. Center St., Warsaw, IN.

Those present were:

Kristi Plikerd - President

Wes Stouder

Tammy Kratzer - Absent

John Hall - Absent

Mark Skibowski

David Gustafson

Jo Paczkowski

Also present were Karl Swihart, CCAC Director and Jill Boggs, CVB Director.

The meeting was called to order by President Kristi Plikerd.

In the Matter of Swearing in of Member:

Kristi Plikerd, Mark Skibowski and Jo Paczkowski were sworn in as a 2018 KCCRVC members.

In the Matter of 2018 Election of President:

Kristi Plikerd requested nominations for the 2018 Election of Officers. Jo Paczkowski made a motion for Mark Skibowski to be elected as President for 2018.

Motion: Jo Paczkowski

To: Approve the nomination of Mark

Second: David Gustafson

Skibowski for the 2018 KCCRVC President.

Ayes: 5

Nays: 0

Unanimous

Mark Skibowski took office as President.

In the Matter of 2018 Election of Vice-President:

Mark Skibowski requested nominations for the 2018 Election of Vice-President. Wes Stouder made a motion for David Gustafson to be elected as Vice-President for 2018.

Motion: Wes Stouder

To: Approve the nomination of David

Second: Mark Skibowski

Gustafson for the 2018 KCCRVC Vice-President.

Ayes: 5

Nays: 0

Unanimous

In the Matter of 2018 Election of Treasurer:

Mark Skibowski requested nominations for the 2018 Election of Treasurer. Jo Paczkowski made a motion for Wes Stouder to be elected as Treasurer for 2018.

Motion: Jo Paczkowski

*To: Approve the nomination of Wes Stouder
for the 2018 KCCRVC Treasurer.*

Second: Kristi Plikerd

Ayes: 5

Nays: 0

Unanimous

In the Matter of 2018 Election of Secretary:

Mark Skibowski requested nominations for the 2018 Election of Secretary. Mark Skibowski made a motion for Jo Paczkowski to be elected as Secretary for 2018.

Motion: Mark Skibowski

To: Approve the nomination of Jo Paczkowski for the 2018 KCCRVC Secretary.

Second: Kristi Plikerd

Ayes: 5

Nays: 0

Unanimous

In the Matter of CVB Update:

Jill Boggs, CVB Director, came before the Commission and presented the Commission with the activities report for January 2018. Boggs handed out a 2018 updated roster, 2018 Activity Year-End Report, 2018 Final Budget and 2018 Revised Line Item Descriptions.

Boggs shared the following updates:

- House Bill 1056 had a first reading on January 3, 2018. This bill addresses the tax statute to include “tourist camps and overnight camp facilities” for purposes of innkeeper’s tax collection.
- Ended the year strong and in the black
- \$81,000 Visitor Guide Ads, but Dahms & Yarian’s direction was not to spend until 2018 when guide comes out due to accrual basis. This will allow funds to be available to pay for the printing of the visitors guide in March.
- Working with Bill Hunter with Dahms & Yarian on 2017 adjustments (minor). Will provide updated year-end financial reports and distribute when received.
- Strategic Destination Planning – reviewed the first draft and Don Anderson, Consultant, is coming to the CVB February 13th Board meeting to review. Working with Don on building out the marketing and business plan that will support the strategic destination plan.

In the Matter of CCAC Update:

Karl Swihart, CCAC Director, came before the Commission and presented the activities report for January 2018. Swihart stated they have completed the 2018 tournament schedule. In addition to their normal tournaments they have been fortunate enough to secure the Baseball Super State and World Series again for 2018. They also received the Girl’s Fast Pitch State tournament, along with a couple of new events in August. Swihart stated they were awarded the Silver World Series for the adult tournament and should be a good size tournament for September.

They began the youth indoor soccer and basketball on January 13th, and the numbers appear to be better than the previous year. Swihart believes these programs will continue to grow, as they have added the spectator seating area, which has been a concern in the past.

Swihart stated they are working on many new things at the park that they feel will have a major impact on the economy and their future. Swihart stated they are in the early stages of the project and will be keeping this from the public until they get further along in the process.

In the Matter of Lake City Skiers Update:

Chuck McLaughlin, Lake City Skiers Vice President, came before the Commission with an update on the Lake City Skiers. McLaughlin stated the National competition that will be held during August 9-11, 2019 is expected to bring 13,000 people into the area with an expected \$4 million impact to the community.

McLaughlin credits the Commission's grant for the new bleachers as helping the Lake City Skiers secure the bid to host the competition. The Lake City Skiers will put at least another \$40,000 into improvements such as expanding the boat ramp, improving the starting docks and building a judges platform before the competition. McLaughlin stated once the competition gets closer they may need help with funding the repairs or replacement of the jump.

McLaughlin stated the community will start seeing an impact this year as teams travel to the waters on Hidden Lake. If the tournaments are run successfully they could possibly get the National competition every three years, which would be great for the community. This is the biggest event in show skiing and there will be people from all over the world coming to watch.

In the Matter of Pierceton Publicity Grant Requests:

Alicia Elder, Pierceton Chamber of Commerce and Pierceton Fire Department, came before the Commission to request \$500.00 each for the following Publicity Grants:

- Heirloom Tomato Festival
- Agricultural Art Show
- Tomato Festival 5K Walk/Run
- General Advertising
- Pierceton Farmer's Market
- Primitive Show
- Vintage Motorcycle Show – 11th Annual

Mark Skibowski stated he reviewed all the grant requests that were submitted and made a motion to approve all seven (7) grants for a total of \$3,500 (\$500 each).

Motion: Jo Paczkowski

Second: Wes Stouder

Ayes: 5

Nays: 0

Unanimous

To: Approve the all seven (7) publicity grants for a total of \$3,500 (\$500 each) for the following events: Heirloom Tomato Festival, Agricultural Art Show, Tomato Festival 5K Walk/Run, General Advertising, Pierceton Farmer's Market, Primitive Show and Vintage Motorcycle Show -11th Annual.

In the Matter of November 28, 2017 Minutes Approval:

Minutes from the November 28, 2017 meeting were reviewed and approved as presented.

Motion: Wes Stouder

Second: Mark Skibowski

Ayes: 5

Nays: 0

Unanimous

To: Approve the November 28, 2017 meeting minutes as presented.

In the Matter of the Professional Musky Tournament Trail (PMTT) Grant Request:

Jo Paczkowski stated she confirmed the Professional Musky Tournament Trail (PMTT) is a “for-profit” organization and that they do not meet the guidelines to be funded by the KCCRVC grant request. The Commission advised Jill Boggs, CVB Director, to contact our local musky group and see if they have any issues with the PMTT holding tournaments in our area. Mark Skibowski suggested to Boggs to advise the PMTT to contact another “non-for profit” organization to possibly submit their request through them. The Commission denied the PMTT grant request at this time.

In the Matter of Finances:

Mark Skibowski stated the beginning cash balance for 2017 was \$744,880.02 and the ending cash balance for 2017 was \$721,431.96.

Skibowski stated the balance remaining in the 2017 budget for grants was only \$2,952, which is great. The budget amount approved for grants in 2018 is \$255,750. The amount committed to date for 2018 is \$163,815 with an additional \$3,500 awarded today, which increases the total amount to date as \$167,315. The remaining balance for the 2018 grants is \$91,935.

Skibowski stated the Commission is in great standings for 2018.

In the Matter of Grant Applications:

Mark Skibowski asked the Commission to review the grant applications that were posted on the County website to ensure they have all the correct updates.

In the Matter of Lakeland Art Museum:

Jo Paczkowski stated the Lakeland Art Museum has been mentioned in the media recently and Paczkowski shared the Commission was misrepresented by stating the Commission had awarded the Lakeland Art Museum \$25,000. Paczkowski stated she notified Dave Taylor, Lakeland Art Museum member, that the Commission had not approved supporting the Lakeland Art Museum in the amount of \$25,000.

In the Matter of 2018 Inter-Local Agreement:

Michelle Puckett, County Auditor, presented the 2018 Inter-Local Agreement between the County Commissioners and County Council that allows the County Auditor’s office to the controller for the KCCRVC Commission. The County Council approved it on December 14, 2017 and the County Commissioners approved it on December 19, 2017.

Motion: Jo Paczkowski

To: Approve the 2018 Inter-Local Agreement as presented.

Second: Wes Stouder

Ayes: 5

Nays: 0

Unanimous

In the Matter of \$100,000 Additional Appropriation:

Jo Paczkowski stated the request for the additional appropriation in the amount of \$100,000 that was discussed at the November 2017 meeting will not be requested in January as the Commission originally discussed. Paczkowski stated the money will be used for the Syracuse-Wawasee Trails for the Conklin Bay Boardwalk Construction. Paczkowski stated the Syracuse-

Wawasee Trails still have to go through a series of approvals. Paczkowski and Skibowski spoke and agreed to hold on submitting the additional till a later date. The Commission agreed with this recommendation.

In the Matter of March meeting:

The March 7th meeting has been moved to March 14th.

Being no further business to come before the Commission, the meeting was adjourned.

Kosciusko County Convention, Recreation & Visitors Commission March 14, 2018

The Kosciusko County Convention, Recreation & Visitors Commission (KCCRVC) met for a regular meeting on March 14, 2018 at 9:00a.m. in the Courtroom on the third floor of the Courthouse, 100 W. Center St., Warsaw, IN.

Those present were:

Mark Skibowski - President

Jo Paczkowski

David Gustafson – Vice President

Kristi Plikerd

John Hall - Absent

Wes Stouder - Absent

Tammy Kratzer

Also present were Karl Swihart, CCAC Director and Jill Boggs, CVB Director.

The meeting was called to order by President Mark Skibowski.

In the Matter of Swearing in of Member:

Tammy Kratzer was sworn in as a 2018 KCCRVC members by County Auditor, Michelle Puckett.

In the Matter of WCDC Traveling Vietnam Wall Grant Request (\$3,500):

Rob Parker, Executive Director of Warsaw Community Development Corporation (WCDC), came before the Commission with a grant request in the amount of \$3,500 for a Traveling Vietnam Wall. Parker stated through partnerships with the City of Warsaw and the Artfully Warsaw Fund, they will be bringing a traveling replica of the Vietnam Wall to the Courthouse lawn on May 31st-June 3rd. Parker sated they would like to honor those that have paid the highest price for our freedom and to recognize many veterans and their families for their service. The Traveling Wall is an 80% replica of the Vietnam Memorial Wall in Washington DC. There will be several events during these four days to connect those that served with the community, including First Friday, Opening Ceremonies, a Sunday church service, and a Saturday morning breakfast. Parker stated this will bring in visitors from across our county and region to see the Wall and to remember those who gave sacrificially. Parker stated the total cost will be \$9,150.

David Gustafson questioned where the Vietnam Wall will be placed. Parker stated they are working to have the wall on the sidewalk outside the Courthouse along Center Street and wrap around to Buffalo Street.

Motion: JoPaczkowski

To: Approve the WCDC Traveling Vietnam Wall Grant in the amount of \$3,500.

Second: Tammy Kratzer

Ayes: 5

Nays: 0

Motion Carried

In the Matter of WCDC Permanent Anchors Grant Request (\$2,500):

Rob Parker, Executive Director of Warsaw Community Development Corporation (WCDC), came before the Commission with a grant request in the amount of \$2,500 for permanent anchors. Parker stated they believe if there is an anchor system it would allow for more tents to be brought into the downtown area for events, bringing people to our community. One of the largest expenses of renting large tents, when staking in asphalt is not an option, is the use of large concrete blocks to secure the tents. The anchor system will allow for tents up to 40x60 to be secured without the use of temporary concrete blocks. Parker stated they will be purchasing fourteen (14) anchors as a trial run to see how they do and the response they receive back.

Motion: Tammy Kratzer

To: Approve the WCDC grant request for permanent anchors in the amount of \$2,500.

Second: Jo Paczkowski

Ayes: 5

Nays: 0

Motion Carried

In the Matter of Syracuse-Wawasee Conklin Bay Boardwalk Construction Project :

Mark Skibowski stated the grant request from Syracuse-Wawasee Trails Conklin Bay Boardwalk Construction project submitted back on November 8, 2017 in the amount of \$100,000 should be removed from the pending grant requests. Skibowski stated this grant was to be approved with the contingency that the Syracuse-Wawasee Trails would receive additional funding from another source. Syracuse-Wawasee advised Skibowski that they did not receive the additional funding and the \$100,000 request needs to be removed from the Grant Request spreadsheet.

In the Matter of North Webster Mermaid Festival Grant Request (\$500):

Alyssa Schmucker, North Webster Lions Club, came before the Commission with a grant request in the amount of \$500 for the North Webster Mermaid Festival. Schmucker stated the grant funds will be used to advertise the Mermaid Festival by way of bill boards, radio and newspaper ads in local and larger city newspapers. The Mermaid Festival will also have an events book which advertises all activities that will take place during the four (4) day festival. The book will also contain advertisements from the local businesses that sponsor the Mermaid Festival.

Motion: Kristi Plikerd

To: Approve the \$500 advertising grant request for the North Webster Mermaid Festival.

Second: Jo Paczkowski

Ayes:

Nays: 0

Motion Carried

In the Matter of Watershed Foundation Health & Safety at Winona Lake Limitless Park Grant Request (\$10,000):

Lyn Crighton, Watershed Foundation Director, came before the Commission with a grant request in the amount of \$10,000 for the Health & Safety at Winona lake Limitless Park. Crighton stated

the shoreline and landscape of the Winona Lake Limitless Park is contributing to poor water quality and creating health and safety hazards for the residents and park visitors. The shoreline is eroding, diminishing water quality by adding sediments and algae-inducing nutrients to the lake. Crighton continued by stating the park's turf grass along the shoreline is attracting an overpopulation of Canada Geese. The amount of goose droppings spread throughout the park's lawn, trails and splash pad, which presents a public health risk. The health hazard is particularly concerning for young visitors to Limitless Park who may already have a compromised immune system. Crighton stated they would like to implement the following solutions to these problems:

- Install a healthy shoreline with a mix of glacial stones and native plants
- Incorporate a plant buffer along the shoreline and landscaping throughout the park for a deterrent to the Canada Geese, but still attractive to visitors
- Renovate the detention basin adjacent to the Splash Pad parking lot for better runoff
- Implement public education for park visitors and residents
- Collaborate with the Town of Winona Lake and the Parks Department to develop and implement additional strategies for reducing waterfowl and their waste.

Motion: Jo Paczkowski

To: Approve the Watershed Foundation grant

Second: David Gustafson

request in the amount of \$10,000 for the

Ayes: 5

Nays: 0

Health and Safety at Winona Lake Limitless

Motion Carried

Park.

In the Matter of First Friday Honor & Remembrance Grant Request (\$10,000):

Paula Bowman and Ken Locke, First Friday Committee Member, came before the Commission with a grant request in the amount of \$10,000 for an Honor & Remembrance event. Bowman stated this is very long overdue "thank you" for our service men and women who served our country in the Vietnam War. Bowman also stated it is an opportunity and a huge testimony for the youth of our county to learn the sacrifice and history of the people in our county. Bowman stated they are searching for the Veterans who were part of the military troops from 1961-1975 and their family members. The majority of the cost is for the medallions that will be presented to the Veterans at the Recognition Ceremony on Friday night.

The Commission discussed the itemized listing of how the \$10,000 would be spent and felt the advertising and sponsorship of the concert was within their guidelines for disbursing funds. The Commission agreed to grant \$3,500 to be divided between advertising and the concert, with the commitment to advertise to the general public outside the Kosciusko County community.

Jo Paczkowski opposed

Motion: David Gustafson

To: Approve \$3,500 to First Friday for the

Second: Mark Skibowski

Honor & Remembrance Grant.

Ayes: 4

Nays: 1

Motion Carried

In the Matter of Tour des Lakes Bike Ride Grant Request (\$500):

Tyler McLead, Tour des Lakes Board Member, came before the Commission to request \$500 for advertising. McLead stated the Tour des Lakes bike ride was established to provide an enjoyable recreational opportunity for the community. The event offers three (3) different bike tours that guide cyclists around the lakes, countryside and small towns of Kosciusko County. The participation for this event continues to increase every year with having 340 riders in 2017.

Megan McClellan, Syracuse-Wawasee Trails, stated the fund request will be made through Syracuse-Wawasee Trails due to the funding can only be awarded to a Non-Profit Organization. McClellan stated these funds will go directly to the advertising of the Tour des Lakes bike ride

Motion: David Gustafson

To: Approve \$500 to Syracuse-Wawasee

Second: Jo Paczkowski

Trails for the Tour des Lakes Bike Ride grant

Ayes: 5

Nays: 0

request for advertising.

Motion Carried

In the Matter of Syracuse-Wawasee Syracuse-Webster Road Connector Grant Request (\$50,000):

Megan McClellan, Executive Director Syracuse-Wawasee Trails, came before the Commission with a grant request in the amount of \$50,000 for the Syracuse-Webster Road Connector project. McClellan stated this grant request will be used to pay for constructing .4 miles of a 5.5 foot wide cement sidewalk connecting Brooke Point Inn and approximately 125 homes to the existing 11 miles of trail, including Wawasee High School and Syracuse Elementary school. The Commission made a motion for \$25,000.

Kristi Plikerd abstained

Motion: Jo Paczkowski

To: Approve \$25,000 to Syracuse-Wawasee

Second: Tammy Kratzer

Trails for the Tour des Lakes Bike Ride grant

Ayes: 4

Nays: 0

request for construction.

Motion Carried

In the Matter of Syracuse Wawasee Parks – 2016 Conklin Bay Phase 1 (\$6,367.42):

Mark Skibowski, President, stated the final disbursement for the 2016 Conklin Bay project has been completed, but the necessary paperwork to have funds processed in 2016 were not completed timely. Per the Committee the agreement was made to allow the funds to be used from the 2018 budget,

Motion: Mark Skibowski

To: Approve to pay the invoice in the amount

Second: Jo Paczkowski

of \$6,367.42 for the 2016 Conklin Bay Project

Ayes: 5

Nays: 0

Motion Carried

In the Matter of CCAC Update:

Karl Swihart, CCAC Director, came before the Commission and presented the activities report for March. Swihart stated they are taking in team registrations for the 2018 tournament season. The tournaments are filling up quickly and it looks like it will be another great year.

Swihart stated they are working on a major project that will put them on track to become financially sound and contribute to the economic impact within our community. Fund raising efforts will begin soon. The capital project will include

- Expansion of east concession building – second story
- Increasing restroom facilities
- 440'x220' indoor facility to run events all year long
- Completion of the volleyball courts
- Parking lot cracks
- Irrigation for soccer field

Swihart stated the cost of the new facility is very high, but the income potential is even higher.

In the Matter of CVB Update:

Jill Boggs, CVB Director, came before the Commission and presented the Commission with the activities report for March 2018. Boggs shared they are gearing up for summer and getting the Visitor's Center ready. Boggs stated they have already seen an increase in foot traffic this year.

Boggs stated the CVB Board approved the strategic destination plan at their March 12th board meeting. Boggs will make arrangements to meet with each Commission member to review the plan and answer any questions at that time. The plan has 18 "intended" initiatives for 2018-2020. Boggs shared the research she feels will come out of the strategic plan

- As an economic development organization it is important that they continue conducting research on visitor spending as it pertains to tourism wealth in Kosciusko County. The 2017 results will be completed by the end of August and will share once finalized.
- It is important for the CVB to invest in visitor profile research. Boggs would like to do this year for the 2019 budget marketing efforts, but if not possible would do in 2019 for 2020 results.
- CVB has a service through Smith Travel Research (STR) that would conduct hotel occupancy research. Boggs stated it could help both the CVB and the tourism commission in their collective tourism development efforts as it can tell them occupancy, revenue, and flows after significant events or significant trends in the county. The service can also give monthly comparisons to other counties and trends in their occupancy levels.

A 10-day Breakfast Wars campaign was ran which included each community instead of running a nomination phase. The winner was American Table with Sheila's second and Creighton's Crazy Egg third. The region round for the seven county winners is March 16-26. The campaign has allowed great content and awareness for the county and its partners.

The outdoor Writers Association of America's annual conference will be in Ft Wayne in June. The CVB is offering a pre and post Muskie fishing trip in hopes of gaining media for the Muskie fishing. Boggs stated other counties are making offers so they chose to make theirs unique.

Boggs stated she is a participating member of a potential regional trail branding development initiative for MACOG (Michiana Area Council of Governments) that is a non-profit serving Elkhart, Kosciusko, Marshall, and St. Joseph Counties.

Boggs will submit the 2019 budget to Wes Stouder prior to the May 9th budget meeting to ensure the entire Commission has ample time to review the 2019 request prior to the meeting.

In the Matter of January 18, 2018 Minutes Approval:

Minutes from the January 18, 2018 meeting were reviewed and approved as presented.

Motion: Jo Paczkowski

To: Approve the January 18, 2018 meeting minutes as presented.

Second: Mark Skibowski

Ayes: 4

Nays: 0

Unanimous

In the Matter of Financials:

Mark Skibowski reviewed the monthly finances for Treasurer, Wes Stouder. Skibowski stated with the removal of the \$100,000 for the Conklin Bay Boardwalk Construction the Grant Budget is no longer in the “red”. Michelle Puckett, County Auditor, stated the remaining balance for the grant budget is \$96,567.5.

Skibowski stated the Innkeeper tax collections continue to increase over the past couple of years.

Skibowski reviewed the outstanding funds that were allocated for 2017 and stressed the importance of having the vendors submit reimbursement for these funds. Paczkowski will follow up with the outstanding vendors to verify where they stand on submitting their invoices.

Skibowski stated the case balance as of March 1, 2018 is \$745,564.38.

Motion: Jo Paczkowski

To: Approve the Financials as presented.

Second: Kristi Plikerd

Ayes: 5

Nays: 0

Unanimous

Being no further business to come before the Commission, the meeting was adjourned.

Kosciusko County Convention, Recreation & Visitors Commission May 9, 2018

The Kosciusko County Convention, Recreation & Visitors Commission (KCCRVC) met for a regular meeting on May 9, 2018 at 9:00a.m. in the Courtroom on the third floor of the Courthouse, 100 W. Center St., Warsaw, IN.

Those present were:

Mark Skibowski - President

Jo Paczkowski

David Gustafson – Vice President - Absent

Kristi Plikerd

John Hall

Wes Stouder

Tammy Kratzer

Also present were Karl Swihart, CCAC Director and Jill Boggs, CVB Director.

The meeting was called to order by President Mark Skibowski.

In the Matter of Acres Land Trust Grant Request (\$2,031.60):

Heather Barth, Director of Fund Development, Acres Land Trust, came before the Commission with a grant request in the amount of \$2,031.60 for a plant identification workshop. Barth states that Acres Land Trust will be partnering with Noa Noa to hold a 2-day workshop that will highlight the County’s unique landscape features, which they’re hoping will promote outdoor

recreation opportunities available at local Acres properties as well as the abundance of trail systems offered throughout the County. Barth states that the long-term plan, once the property has been restored, is to tie into the county's existing trail system.

Motion: John Hall

Second: Jo Paczkowski

Ayes: 6 Nays: 0

Motion carried

To: Approve the Acres Land Trust grant request for plant identification workshop in the amount of \$2,031.60

In the Matter of Syracuse-Wawasee Trails-Conklin Bay Boardwalk (\$100,000):

Megan McClellan, Executive Director of the trails committee, came before the Commission with a proposed match of \$100,000. McClellan states that the Board had previously approved the grant funds in the amount of \$100,000 provided that the Syracuse-Wawasee Trails could provide proof of matching funds. McClellan states that with the official commitment of the \$100,000, they will be ready to begin construction during the summer of 2018. McClellan does not foresee that funds will actually be needed until the year 2019.

McClellan is to return at a later date for the Commission to submit their request for additional appropriation in the amount of \$100,000.00. This funding is in addition to the Board's 2019 budget request.

Motion: Jo Paczkowski

Second: Tammy Kratzer

Ayes: 6 Nays: 0

Motion carried

To: Approve issuance of a letter of commitment of \$100,000, upon proof of matching funds, for the grant request for Syracuse-Wawasee Trails-Conklin Bay Boardwalk

In the Matter of CCAC Update:

Karl Swihart, CCAC Director, came before the Commission and presented the activities report for May. Swihart stated that the weather created a slow start to the season but things are now well underway and that the numbers look very good.

Swihart stated that they are looking forward to a big project that they've been working on. He is waiting to hear back from a contractor with an estimate of cost to construct an indoor year-round facility. The building will be approximately 98,000 square feet and will have the capability to host indoor soccer, pickleball, and volleyball tournaments as well as enable them to rent it out as a convention center for events such as the Builders Show, Antique Shows, Home and Garden Shows, Car Shows and much more.

In the Matter of CVB Update and Budget Request:

Jill Boggs, CVB Director, came before the Commission and presented an activities report for April. Boggs stated that several things have been repaired at the facility including some "V" sign bulbs that needed replaced, a crack in the basement that was filled following some ground water leakage, a sink was replaced, some parking lot poles were straightened, and a hole was

filled in the vestibule where they had been losing heat and air conditioning. The area was painted and they now have a larger brochure rack to service people after hours.

Boggs stated that the CVB has organized a familiarity tour for the Outdoor Writers Association of America, whose 2018 conference will be held in Ft. Wayne. Writers will be coming from all over the country to enjoy and participate in tours of several locations within our county. The CVB will be hosting several events and is hoping to get some good coverage out of it. Boggs also stated that they've been working hard on the website and other social media outlets.

Boggs came before the Commission with a request of \$407,000 for their 2019 budget. This is an increase of \$60,000 from last year. Boggs explains that the first increase would be in the areas of salary, payroll taxes, employee benefits and insurance due to a 2% pay increase for all employees as well as a change in employment for their accounts manager. Boggs states that the CVB Board has voted in favor of making that particular position a salary exempt position due to an abundance of tasks that need to be completed.

The next increases would be in printing and subscriptions due to the anticipated increase in those expenses. Finally the largest increase would be in marketing. CVB anticipates a significant increase in the need to have updated marketing tools such as the website. This includes updated content as well as monthly maintenance. CVB would like to invest in the research necessary to determine where future funding could be best invested in order for the county to reap greater reward.

In the Matter of Finances:

Wes Stouder, Treasurer, presented the financial report. Stouder stated that collections are a tad behind last year but that they are headed in a positive direction and noted that it is still early in the year. After a review of submittals by the CVB, nothing was found to be out of the ordinary and it appears that they are showing a positive trend.

Motion: Tammy Kratzer

To: Approve the Treasurer's report as presented.

Second: Jo Paczkowski

Ayes: 6 Nays: 0

Motion carried

In the Matter of March 14, 2018 Minutes Approval:

Minutes from the March 14, 2018 meeting were reviewed and approved as presented.

Motion: Jo Paczkowski

To: Approve the March 14, 2018 meeting minutes as presented.

Second: Wes Stouder

Ayes: 6 Nays: 0

Motion carried

In the Matter of KCCRVC 2019 Budget:

Mark Skibowski, President, presented the 2019 budget information. The Commission discussed each line item and determined the 2019 budget they will present to the Council will be for a total of \$699,000. It should be noted that after a discussion of the current categories, the Commission

made a change in the way they would like to categorize them going forward. It was determined that instead of budgeting for specific categories they will be grouping several of them together to allow more flexibility with spending. It should also be noted that there will be a reduction in funding for Grace Lakes & Streams as well as an increase to CVB to facilitate a new marketing strategy. Both of these changes will factor in to the adjustment of the budget for 2019. The breakdown for each category is as follows:

- **Administration \$12,000**
- **NFP Misc Development Grants \$280,000**
 - CCAC \$40,000
 - Grace Lakes & Streams Operations \$25,000
 - Misc Grants \$215,000
- **Promotional CVB \$407,000**
- **Total 2019 Budget \$699,000**

Motion: Wes Stouder

To: Approve 2019 Budget of \$699,000.

Second: John Hall

Ayes: 6 Nays: 0

Motion carried

Being no further business to come before the Commission, the meeting was adjourned.

Kosciusko County Convention, Recreation & Visitors Commission July 18, 2018

The Kosciusko County Convention, Recreation & Visitors Commission (KCCRVC) met for a regular meeting on July 18, 2018 at 9:00a.m. in the Courtroom on the third floor of the Courthouse, 100 W. Center St., Warsaw, IN.

Those present were:

Mark Skibowski - President
David Gustafson – Vice President
John Hall
Tammy Kratzer

Jo Paczkowski
Kristi Plikerd-Absent
Wes Stouder-Absent

Also present were Karl Swihart, CCAC Director and Jill Boggs, CVB Director.

The meeting was called to order by President Mark Skibowski.

In the Matter of Rotary Park Grant Request (\$20,000)

Justin Taylor, Assistant City Planner, came before the Commission to request \$20,000.00 to assist in the development of Rotary Park, being developed on the corner of Market and Center Streets. Taylor stated that the entire project is projected to cost \$95,000 and that the Rotary Club

has raised approximately \$50,000. In addition, Taylor explained that the placement of the park within the historical industrial area is intended to develop usable green space and is planned as an enhancement to encourage tourism, also stating that pocket parks are becoming more popular and anticipates that the park may become a corridor to link parks in the future, as part of the greenway through the county. Taylor continued by stating that there is already a shelter constructed, a Cog Monument, which will serve as a place marking landmark, is scheduled to be delivered within the week and the park is anticipated to open in early summer of 2019.

Motion: David Gustafson

Second: Jo Paczkowski

Ayes: 5 Nays: 0

Motion Carried

To: Approve \$20,000 to City of Warsaw for assistance with the development of Rotary Park.

In the Matter of North Webster Dixie Day Advertising (\$500)

Martha Stoelting, on behalf of the North Webster-Tippecanoe Township Chamber of Commerce, came before the Commission to request \$500.00 to be used for advertising for the Dixie Day Festival, which is planned for Saturday, July 28, 2018. Stoelting stated that this will be the 10th Dixie Day Celebration and that annually, 3,000 to 5,000 people attend the festival.

Motion: Jo Paczkowski

Second: Tammy Kratzer

Ayes: 5 Nays: 0

Motion Carried

To: Approve \$500 to North Webster-Tippecanoe Township Chamber of Commerce for advertising for Dixie Day.

In the Matter of CCAC Update:

Karl Swihart, CCAC Director, came before the Commission and presented an activities report for July 2018. Swihart began with the World Series that is currently going on, stating that 60 teams come in for the event. Swihart also stated that the CCAC received \$20,000 from K21 for much needed repairs to the parking lot and roofs. Swihart continued, stating that they received a quote of 7.5 million for the projected capital improvements and that he will bring photos to the next meeting. In addition, Swihart stated they are working on a market grant to assist with fund raising for a significant part of the funding needed. Swihart stated that the project consists of an indoor sports facility with 2 full-sized softball fields, 1 full-sized soccer field, all with artificial turf, 40 foot eaves with a 70 foot peak. It will contain offices, showers and will also serve as a convention center to host home and garden shows, car shows, etc, all year long. Swihart stated that the projected annual earning potential is between \$200,000 and \$280,000 per year. Swihart added that the Board put a committee together to work on funding and will soon begin asking for donations.

In the Matter of Regional Trail Branding & Wayfinding Grant Request (\$2500)

Jill Boggs, Convention and Visitors Bureau Director, came before the Commission and requested \$2,500.00 for reimbursement of funding that MACOG had enlisted stakeholders in four counties to each contribute a quarter of \$10,000 needed in support of the trail branding and wayfinding project. MACOG will, in return, invest \$40,000 through a Federal Grant from the Department of Transportation toward the project. Boggs stated that by developing a unified wayfinding system,

tourists will be encouraged to shop, eat and stay longer at local destination and businesses. Further, Boggs stated that due to timing issues, KCCVB agreed to the investment. Boggs stated she plans to budget for the project in future years and therefore is only looking for reimbursement for this year's funding.

Motion: Jo Paczkowski

Second: Tammy Kratzer

Ayes: 5

Nays: 0

Motion Carried

To: Approve \$2,500 to KCCVB for reimbursement of 25% of the Trail Branding & Wayfinding Grant.

In the Matter of "STR" Smith Travel Research Reports Grant Request (\$1800)

Jill Boggs, Convention and Visitors Bureau Director, came before the Commission and requested \$1,800.00 for half of the first year's subscription to the Smith Travel Research reports. Boggs stated that the reports give a glimpse into hotel occupancy and revenue generated by participating hotels and that the Commission as well as the KCCVB receive an emailed report each month for subscribing. In addition, Boggs stated that KCCVB will budget for the entire amount going forward.

Motion: Tammy Kratzer

Second: David Gustafson

Ayes: 5

Nays: 0

Motion Carried

To: Approve \$1,800 to KCCVB for half of this year's subscription to Smith Travel Research Reports (STR)

In the Matter of CVB Update:

Jill Boggs, CVB Director, came before the Commission and presented the activities report for July.

Boggs reported the following information:

- Innkeepers tax code changed July 1st, the Treasurer will now be collecting the tax
- House Bill 1035, cities can now require permits for home sharing, not to exceed \$150, effective July 1st
- Affordable buy-share program for regional research is available for \$1000
- Governance committee training will be in August
- September board meeting will be doing a self-assessment
- October 9th from 10-2 will be a combined retreat with Destination Vision. Steve Grill is scheduled 10-12 to talk about the difference of running a non-profit organization vs. a private business
- Gave notice to the Northern Indiana Tourist Development Group of non-meeting year as a courtesy for their budget planning
- Jointed Eastern Region Tourism Marketing Co-op instead for a cost of only \$400 per year
- Invited to participate in a focus group for regional economic development through Northern Indiana Regional Partnership
- Dahms and Yarian submitted scope of work for the 2017 audit, requires signatures
- Visitor guide is underway, content pitches were given to media, sports events, etc
- Updated add guide for state tourism
- Renewed Sports Indiana membership for \$700 and CCAC received a \$5000 grant

- E-news letter for august will reach approximately 200 people
- Led lighting replacement, has qualified for an almost \$1100 rebate so far

In the Matter of May 9, 2018 Minutes Approval:

Minutes from the May 9, 2018 meeting were reviewed and approved with changes.

Motion: Jo Paczkowski

Second: John Hall

Ayes: 5 Nays: 0

Motion Carried

To: Approve the May 9, 2018 meeting minutes with the clarification that the \$100,000 for the Syracuse-Wawasee Trails is in addition to the Board's 2019 budget request and that an additional appropriation will be required in order to release the funds when requested

In the Matter of Finances:

Mark Skibowski, President, presented the financial report. Skibowski stated that the Inn Keeper's tax collection is at \$322,523, which is up from the \$319,000 we were at last year. The cash balance is \$806,000 as of July 2nd that funds available are \$69,000, after today's grant approvals.

Motion: Jo Paczkowski

Second: Tammy Kratzer

Ayes: 5 Nays: 0

Motion Carried

To: Approve the Treasurer's report as presented

Being no further business to come before the Commission, the meeting was adjourned.

Kosciusko County Convention, Recreation & Visitors Commission September 12, 2018

The Kosciusko County Convention, Recreation & Visitors Commission (KCCRVC) met for a regular meeting on September 12, 2018 at 9:00a.m. in the Courtroom on the third floor of the Courthouse, 100 W. Center St., Warsaw, IN.

Those present were:

Mark Skibowski - President

David Gustafson – Vice President - Absent

John Hall

Tammy Kratzer

Jo Paczkowski

Kristi Plikerd

Wes Stouder

Also present were Karl Swihart, CCAC Director and Doug Hanes, CVB Board Member.

The meeting was called to order by President Mark Skibowski.

In the Matter of Lakes and Streams Update:

Nate Bosch, Grace College Lakes and Streams Director, came before the Commission to give a brief update on the Lakes and Streams and the investments the Commission contributed to in 2018.

- Northern Indiana Lakes Festival – Bosch distributed flyers and handouts that were passed out at the festival showing Kosciusko County Convention, Recreation and Visitors Commission as a supporting partner. Bosch stated there were over 6,000 people in attendance and 96% of the ones surveyed said they are more likely to take care of our lakes after attending the festival. Bosch stated the Northern Indiana Lakes Festival is the biggest festival in our county.
- Operating Support – Bosch stated they are working on phasing out their request for the operating support as they requested \$30,000 for 2018 and will drop their request by \$5,000 each year. Bosch stated the operating support helps them be proactive to work on education classes, research and collaborative projects.
- Railroad derailment – Bosch stated there are a lot of railroads that come really close to our lakes and streams. Derailment of a tanker full of chemicals could be catastrophic to our water ways.
- Zebra Mussels – Bosch shared they are researching to see how Zebra Mussels are connected to blue green algae and the effects both good and bad of how the two interact. The study will be conducted over the next few years.
- Boating – Bosch stated they were approached with the question asking if boating negatively impacts our lakes. A study was conducted this summer and the information collected is being studied and the results will be published this fall.
- Promoting – Bosch stated they have a public relations person who took him on a media tour to see various media outlets. The Editor of the Ft Wayne Journal Gazette took a boat ride on Winona Lake and was so impressed with how proactive the Lakes and Streams are with our water ways. Bosch stated the Ft Wayne Journal Gazette is looking at doing a series of stories on the Kosciusko lakes.

Clearly Kosciusko Campaign update:

Bosch stated the Clearly Kosciusko Campaign was piloted this year and four billboards have been strategically placed on main roads that lead in to the Kosciusko County. Bosch state they had ninety (90) individuals visit the website based on the information on the billboards. Bosch shared the positive feedback they have received on the billboards. Commission members, Jo Paczkowski and Tammy Kratzer stated they feel the information listed on the board, specifically the web address, is not noticeable enough. The suggestion was to change the color of the lettering

In the Matter of CCAC Update:

Karl Swihart, CCAC Director, came before the Commission and presented an activities report for Septebmer 2018. Swihart stated they have completed all of the 2018 baseball and fast pitch tournaments, and have been working on the 2019 schedule. The 2019 schedule should be completed and posted in the next few weeks. The adult tournaments are beginning, and will run through the end of October.

Swihart stated they have begun repairing some much needed maintenance concerns. They will be working on replacing shingles on several of the buildings and patching the parking lot. The repairs will take some time, as they are completing them in-house while still addressing the daily maintenance needs. They have developed a list of several other items that need attention and hope to complete several more minor projects before winter starts.

Swihart shared they are still working on their capital project planning, which will address the new indoor facility, restroom renovations, and a few other smaller projects. Swihart is also working on writing some grants.

In the Matter of CVB Update:

Doug Hanes, CVB Board Member, came before the Commission and presented the activities report for September

Hanes reported the following information:

- Board Retreat October 9, 2018
- Board self-assessment will be conducted through Survey Monkey
- Stacy Young 2nd or her 3 yr term ...will be stepping down at the end of 2018
- Audit has been completed
- Filed 990 in August and has been accepted by the IRS
- Confirmed the CVB has not had a tax status for the last thirty-one (31) years. The Tax Status should be a 501C6
- Distributed over 50,000 Visitor Guides of the 54,000 that was printed
- Clearly Kosciusko Campaign has been working with Nate Bosch

In the Matter of Syracuse-Wawasee Park Foundation:

Megan McClellan, Executive Director Syracuse-Wawasee Trail Committee, came before the Commission with a brief update.

- Syracuse –Webster Road Trail just had ribbon cutting ceremony. The trail was opened up the week before school started and is being used daily.
- Conkling Bay Project – McClellan stated they are meeting with contractors and accepting bids till October 4th. The board will hear the bids at their October 15th meeting. No start date set, will be working with the contractor on the start day.
- McClellan will attend the November 7, 2018 KCCRVC meeting to discuss what contractor was chose and other details in reference to the Conkling Bay resort.

In the Matter of July 18, 2018 Minutes Approval:

Minutes from the July 18, 2018 meeting were reviewed and approved with changes.

Kristi Plikerd and Wes Stouder were not present at the July meeting.

Motion: John Hall

Second: Wed Stouder

Ayes: 5

Nays: 0

Motion Carried

To: Approve the July 18, 2018 meeting minutes as presented.

In the Matter of Finances:

Wes Stouder, Treasurer, stated the remaining budget for the 2018 grants is \$69,735.98. Stouder shared there are outstanding grants from 2017 that have not been submitted for payment as of today. Mark Skibowski, President, addressed the fact that the outstanding invoices must be paid by December 2018 or the organizations will need to get reapproved in 2019 to spend the funds that were not spent in 2017. Stouder stated the year to date Innkeeper tax collections is ahead of the total collections at this time in 2017, which is a good indication that economy is improving.

Motion: John Hall

Second: Kristi Plikerd

Ayes: 6

Nays: 0

Motion Carried

To: Approve the Treasurer's report as presented

In the Matter of Grant Approval Letter:

Mark Skibowski, President, stated a grant approval letter has been created by the Auditor's officer that will be sent out to each organization that a grant is approved for. The approval letter states the amount granted and the procedure for submitting the invoices for payment and the terms in which the invoices are due.

In the Matter of Investments:

Rhonda Helser, County Treasurer, came before the Commission to introduce herself. Jo Paczkowski questioned Helser on the possibility of investing a portion of their money. The Commission agreed they would like to invest a total of \$500,000 with a breakdown of \$250,000 short term and \$250,000 long term. Helser will gather quotes and bring them back to the Commission for their November 7, 2018 meeting.

In the Matter of Point of Interests:

Tammy Kratzer would like to have the Commission brain storm and find other points of interests for Kosciusko County other than the lakes. The Commission will be attending the October 9, 2018 CVB retreat and will discuss further with their board at that time.

Kosciusko County Convention, Recreation & Visitors Commission, November 7, 2018

The Kosciusko County Convention, Recreation & Visitors Commission (KCCRVC) met for a regular meeting on November 7, 2018 at 9:00a.m. in the Courtroom on the third floor of the Courthouse, 100 W. Center St., Warsaw, IN.

Those present were:

Mark Skibowski - President

David Gustafson

John Hall

Tammy Kratzer

Jo Paczkowski

Kristi Plikerd

Wes Stouder

Also present were Karl Swihart, CCAC Director and Jill Boggs, CVB Director.

The meeting was called to order by President Mark Skibowski.

In the Matter of Investments – Treasurer, Rhonda Helser:

Rhonda Helser, County Treasurer, presented CD investment bids, comparing interest rates between 6 months and 12 months on an investment of \$250,000. Helser recommended Lake City Bank with a 6 month rate of 2.80 and a 12 month rate of 3.03.

Motion: Jo Paczkowski

Second: John Hall

Ayes: 7 Nays: 0

Motion Carried

To: Approve the investment of \$250,000 for 6 months with Lake City Bank at a rate of 2.80 and \$250,000 for 12 months with Lake City Bank at a rate of 3.03

Grant Requests

In the Matter of NCCAA Track & Field:

Chad Briscoe, Director of Athletics, Grace College, presented a request for \$8,000 for marketing the NCCAA Track and Field National Championship. Briscoe stated hosting the event is the second portion of a two year bid and the event will be extended from 2 days to 3.

Motion: John Hall

Second: Wes Stouder

Ayes: 7 Nays: 0

Motion Carried

To: Approve \$8,000, from 2018 funds, for marketing the NCCAA National Track & Field Championship

In the Matter of NCCAA Men's/Women's Basketball Championship:

Chad Briscoe, Director of Athletics, Grace College, presented a request for \$6,000 for marketing the NCCAA Men's/Women's Basketball Championship. Briscoe stated Grace College has been hosting the championship since 2009. Each year the week-long event brings 16 teams, along with fans and supporters, who utilize local hotels and franchises.

Motion: Wes Stouder

Second: John Hall

Ayes: 7 Nays: 0

Motion Carried

To: Approve \$6,000, from 2018 funds, for marketing the Men's/Women's National Basketball Championship

In the Matter of Clearly Kosciusko Campaign Expansion:

Nate Bosch, Grace College Lakes and Streams Director, presented a request for \$21,163 for marketing the brand Clearly Kosciusko, which through the Lilly Center, focuses on keeping the county's lakes and streams clean, healthy, safe and beautiful through education and research.

Motion: Wes Stouder

Second: Tammy Kratzer

Ayes: 7 Nays: 0

To: Approve \$19,163, from 2018 funds, for marketing the Clearly Kosciusko Campaign

Motion Carried

\$2,000 trademark expenses were not approved pending further review by the KCCRVC at the January meeting

In the Matter of 2019 Northern Lakes Festival:

Nate Bosch, Grace College Lakes and Streams Director, presented a request for \$15,000 for support in hosting the Northern Lakes Festival. The festival is free to the public and is a good opportunity to promote the preservation of the local lakes and streams.

Motion: John Hall

To: Approve \$15,000, from 2018 funds, for the Northern Lakes Festival

Second: Wes Stouder

Ayes: 7 Nays: 0

Motion Carried

In the Matter of Lilly Center for Lakes & Streams 2019 Operating Expenses:

Nate Bosch, Grace College Lakes and Streams Director, presented a request for \$25,000 for operating expenses of the Lilly Center for Lakes and Streams. Bosch stated the request for operating expenses is reduced each year by \$5,000 and the funds are used to promote the area lakes.

Motion: Jo Paczkowski

To: Approve \$25,000 from 2019 funds, for operating expenses of Lilly Center for Lakes & Streams

Second: Tammy Kratzer

Ayes: 7 Nays: 0

Motion Carried

In the Matter of 2019 Winter Carnival:

Jessica Barger, Executive Director, and Cassie Correll, Activities Director, Lakeland Youth Center, presented a request for \$2,500 for the 2019 Winter Carnival. The free carnival is put on for the youth with the intention of promoting winter activities. Attractions at the carnival include a sled dog demonstration, sleigh rides, live music and carnival games.

Motion: David Gustafson

To: Approve \$2,500, from 2018 funds, for the 2019 Winter Carnival, promoted by Lakeland Youth Center

Second: John Hall

Ayes: 7 Nays: 0

Motion Carried

In the Matter of 2019 Wawasee Winter Carnival Dance Publicity:

Tammy Cotton, Chautauqua-Wawasee, presented a request for \$500 for publicity of the Wawasee Winter Carnival Dance. Cotton stated the dance will be held for adults, following the children's carnival. Proceeds will go to the Chautauqua- Wawasee program fund to help promote future programs.

Motion: Jo Paczkowski

To: Approve \$500, from 2018 funds, for publicity of the Wawasee Winter Carnival Dance through Chautauqua-Wawasee

Second: John Hall

Ayes: 7 Nays: 0

Motion Carried

In the Matter of 2019 Wawasee Winter Carnival Dance:

Tammy Cotton, Chautauqua-Wawasee presented a request for \$5,000 for the Wawasee Winter Carnival Dance. Cotton stated the dance is an extension of the other activities held, such as the Polar Bear Plunge, snow mobile race and the kids carnival games, and is intended to entice visitors to stay for the entire weekend. The \$5,000 would be used to fund the band and food. Cotton also stated various tickets are available; package tickets that include an overnight stay, a dinner ticket or tickets just for the dance.

Motion: Jo Paczkowski

Second: John Hall

Ayes: 7 Nays: 0

Motion Carried

To: Table the discussion pending additional marketing and revised proposal

In the Matter of the Bicycle Playground:

Nick Hauck and Greg Demopoulos, KCV Cycling Club, presented a request for \$7,500 for the Bicycle Playground, skills park and pump track to obtain a design and layout plan for the park based on the soil types and existing terrain. The intention is to apply for 50/50 matching funds through the Indiana Destination Grant for the building phase. Volunteers will take care of the maintenance of the park.

Motion: Jo Paczkowski

Second: John Hall

Ayes: 7 Nays: 0

Motion Carried

To: Approve \$7,500 from 2018 funds, for a design and layout plan for a Bicycle Playground for the KCV Cycling Club

In the Matter of Syracuse-Wawasee Trails:

Megan McClellan, Executive Director, Syracuse-Wawasee Trails, presented a request for \$1,050 for a professional 5K timer to time the runners during the Winter Warm-Up 5K run. The price will include marking the route, a professional grade finish arch, LED timing clock, race kiosk, instantaneously printed results and results uploaded online following the event.

Motion: Wes Stouder

Second: John Hall

Ayes: 7 Nays: 0

Motion Carried

To: Approve \$1,050, from 2018 funds, for a professional timer during the Winter Warm-Up 5K run

In the Matter of CCAC Update:

It was suggested by a KCCRVC board member that CCAC Director, Karl Swihart, did not need to present an update at every KCCVVC meeting and that twice annually, May and November would be sufficient.

Motion: Jo Paczkowski

Second: Kristi Plikerd

Ayes: 7 Nays: 0

To: Amend the requirement of updates presented to the Commission to twice a year; once in May and once in November

Motion Carried

Karl Swihart, CCAC Director, came before the Commission to present an update. Swihart stated the CCAC received a \$20,000 grant from the K-21 that will be used for re-roofing a couple buildings and filling some cracks in the parking lot. Swihart continued, stating plans for the new building are in the drawing process.

In the Matter of CVB:

Jill Boggs, CVB Director, came before the Commission to present an update. Boggs stated they are in the process of finalizing the 2019 budget for the Board of Directors to vote on next week. Among her recommendations, Boggs suggested funds she had previously intended to set aside for marketing would be best utilized by hiring someone to do the marketing in house, as opposed to hiring it out. Boggs continued, stating she has someone in mind she believes will contribute greatly to the future of CVB.

In the Matter of September 12, 2018 Minutes Approval:

Minutes from the September 12, 2018 meeting were reviewed. Jo Paczkowski said the statement of approval of the July 18, 2018 minutes should reflect that she and Tammy Kratzer were present and Kristi Plikerd and Wes Stouder were not present. In addition, Paczkowski suggested noting the details of the change in the motion when changes are made to the minutes.

Motion: Jo Paczkowski

Second: Kristi Plikerd

Ayes: 7 Nays: 0

Motion Carried

To: Approve the September 12, 2018 meeting minutes with the following correction: Jo Paczkowski and Tammy Kratzer were present and Kristi Plikerd and Wes Stouder were not present at the July 18th meeting as stated in the approval of the July 18th minutes and also that future minutes should contain the details of any changes to the minutes

In the Matter of KCCRVC Financials:

Wes Stouder, Treasurer, stated the 2018 grant has been consumed in its entirety and stated the CD's are in place. Stouder continued by stating the two new facilities coming into town should help with collections.

Motion: John Hall

Second: David Gustafson

Ayes: 7 Nays: 0

Motion Carried

To: Approve the Treasurer's Report as presented

In the Matter of 2019 Meeting Dates:

The Commission reviewed the 2019 meeting dates. The dates are as follows:

January 16, March 13, May 8 (budget review), July 17, September 11 & November 6

Motion: Wes Stouder

Second: John Hall

Ayes: 7 Nays: 0

To: Approve the 2019 meeting dates as listed above

Motion Carried

Additional Business:

Following John Hall asking Wes Stouder if he had any announcements to make, Stouder announced his resignation from the Commission and said this was his meeting. Stouder stated he had notified the County Administrator so a replacement could be sought.

In addition, Jo Paczowski stated Rick Paczowski has asked to be replaced as one of the Commission's liaisons to the CCAC.

Being no further business to come before the Commission, the meeting was adjourned.