

Kosciusko County Convention, Recreation & Visitors Commission, January 16, 2019

The Kosciusko County Convention, Recreation & Visitors Commission (KCCRVC) met for a regular meeting on January 16, 2019 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-Absent

Tammy Kratzer

Jo Paczkowski

Kristi Plikerd-Absent

Ron Robinson

Also present was Jill Boggs, CVB Director.

The meeting was called to order by President Mark Skibowski.

In the Matter of Swearing in of Member:

Ron Robinson was sworn in as a 2019 KCCRVC member.

In the Matter of 2019 Election of Officers:

Mark Skibowski requested nominations for the 2019 Election of officers. Jo Paczkowski made a motion for Mark Skibowski to remain President for 2019, David Gustafson for Vice-President, herself (Jo Paczkowski) for Secretary and Kristi Plikerd for Treasurer.

Motion: Jo Paczkowski

Second: Tammy Kratzer

Ayes: 5 Nays: 0

Unanimous

To: Approve the nomination of Mark Skibowski for the 2019 KCCRVC President, David Gustafson for Vice-President, herself (Jo Paczkowski) for Secretary and Kristi Plikerd for Treasurer.

Plikerd, who was absent, accepted the nomination via phone call before the meeting was adjourned.

Grant Requests

In the Matter of Clearly Kosciusko Campaign Expansion 2019 (Continued from November 17, 2018 Meeting):

Mark Skibowski stated the request for \$2,000 toward trademarking and licensing is still under discussion and will be presented at a later date.

In the Matter of Wawasee Winter Carnival Dance:

Mark Skibowski, stated representative Tammy Cotton, on behalf of Chautauqua-Wawasee, is unable to attend the meeting today.

In the Matter of Lake City Skiers:

Chuck McLaughlin, Vice President, Lake City Skiers Club, presented a request for \$33,910 for assistance with an all-aluminum jump to replace the existing one. McLaughlin stated the new jump will not rust and will no longer require barrel replacement like the current jump. McLaughlin continued, stating the Lake City Skiers will be hosting the Division 2 Nationals next year, putting them in a position to bid to host the World's Tournament in 2022.

Mark Skibowski spoke in support of the request, stating it is exciting to anticipate Warsaw having the opportunity to have a world class venue, which could support such a tournament. McLaughlin added the Division Championship will be webcast live all over the world and it is anticipated that 14,000 people will come into town for the 3 day tournament, with over 1,500 athletes participating.

Paczkowski questioned the 2017 dates on the quotes submitted and McLaughlin responded, stating the quote should still be comparable and if the costs have increased, the ski club will cover the difference.

McLaughlin continued, stating the replacement of the jump could potentially prevent safety concerns from occurring, which would be detrimental to any future opportunities of hosting events.

There was a general discussion regarding signage, upcoming events, concessions and the possibility of future support from local businesses.

Motion: Tammy Kratzer

To: Approve \$33,910, for the purchase of an all-aluminum ski jump.

Second: Jo Paczkowski

Ayes: 4 Nays: 0

Motion Carried

Mark Skibowski abstained

In the Matter of Fat & Skinny Tire Festival-Marketing:

Nick Hawk, KCV Cycling Club Member, presented a request for \$22,900, a \$5,000 increase from last year, for marketing. Hawk stated last year's donation was instrumental in bringing approximately 20% more participants in for the Fat & Skinny Tire Festival. Hawk continued, stating the festival is the largest multi-day event this side of the Mississippi and is one of the only festivals offering road racing due to the significant costs for insurance and the expense of hosting such a large amount of officials needed for the event.

Hawk continued, stating 2018's event brought in approximately 2,300 participants with over 5,000 spectators, even with the significant amount of rain they got on Saturday. Hawk presented a spreadsheet showing the intentions for the grant and stated the reasons for the requested increases include a 6-state bike shop mailing, a Facebook publication targeting a certain demographic and local video production to use for current publicity.

Skibowski suggested any approved video publicity should be shared with the CVB for local publicity as well as include credits in any footage for the coordination with the CVB.

Motion: Jo Paczkowski

To: Approve \$22,900, for marketing.

Second: David Gustafson

Ayes: 5 Nays: 0

Motion Carried

In the Matter of Fat & Skinny Tire Festival-Website:

Nick Hauk, KCV Cycling Club Member, presented a request for \$4,000 for a more up to date website through a local vendor, enabling pre-registration and cart check out for all the events, as well as having the ability to maintain the site with current events and promotions.

Motion: Jo Paczkowski

To: Approve \$4,000, for updated website.

Second: Ron Robinson

Ayes: 5 Nays: 0

Motion Carried

In the Matter of Fat & Skinny Tire Festival-Live Streaming:

Nick Hauk, KCV Cycling Club Member, presented a request for \$16,000 for live streaming the Fat & Skinny Tire Festival to the web. While Hauk stated it is a dream of the club and another vessel in which to grow national publicity in hopes of someday having the event recognized by NBC, it is not of highest priority at this time.

Following a brief discussion, the Board made a determination, for lack of a motion, to deny the request for \$16,000 for live streaming.

In the Matter of Kosciusko County Historical Society-Para Fest:

Evelyn Rake, Co-Director of the Old Jail Museum along with Greg Steffy and Jerry Black appeared. Rake presented a request for \$28,200 to host a paranormal festival, stating she and her sister have been involved in paranormal investigating for several years, sometimes traveling across as many as three states for just a one-day event. Rake stated the Old Jail Museum is haunted and would therefore, support significant interest of paranormal enthusiasts and suggests hosting a multi-day convention, which she anticipates could bring hundreds of participants to the area. Rake presented a list of events she intends to incorporate into what she anticipates could become an annual event.

There was a general discussion regarding the information presented and the fact that an event like this has not been held in the area to indicate the potential for success. In addition, they discussed the event, which Rake stated is intended to be used as a fund raiser for the Old Jail Museum, which is currently in need of HVAC upgrades. Further discussion was held regarding future requests that might be more consistent with maintenance, leaving the possibility of other funds being available for projects such as this.

Following the discussion, the Board made a determination, for lack of a motion, to deny the request for \$28,200 for a paranormal festival, as presented.

In the Matter of Winona Shoreline Project:

Lyn Crighton, Executive Director of The Watershed Foundation, presented an update on the Winona Shoreline Project, stating 500 feet of shoreline, from the beach to the creek is being completely redone in order to protect and increase the water quality of the lake. Crighton stated the seawall has already been removed along with the dangerous rebar that was sticking out. Contractors are now preparing to place glacial stone along the shoreline and in the spring, an enormous planting of native plants will take place, using a variation of species in different heights, which Crighton stated will create a buffer between the lawn and the lake in order to deter geese from landing and dirtying the shoreline. Crighton explained, when geese cannot see the horizon, they are less likely to land. Crighton continued, stating the next step is to narrow the creek back to its original width, adding some plants there as well, all of which is predicted to prevent an estimated 10 tons of sediment from going into the lake each year, along with enough phosphorus to grow 100,000 pounds of weeds and algae.

Crighton concluded, stating funds for the project of approximately \$175,000, with KCCRVC contributing \$10,000, have all been raised and the project is expected to be completed in the spring of this year.

In the Matter of CVB:

Jill Boggs, CVB Director, came before the Commission to present an update and introduced Sandy Seney, Operations Manager, Mitchell Randall, Marketing & Communications Manager and Tina Keaffaber, Manager of Industry Partner Relations.

Boggs presented the 2018 Destination Marketing ROI Reports, stating sessions to the website were up 75.3%, page views were up 43% and the report indicates the website is mobile friendly. Boggs indicated there were still some areas she would like to see improved, but overall felt the results of the analysis were acceptable.

Boggs continued, stating 62,000 of the Visitor's Guide publications were distributed in 2018. Production of the new guide, which is scheduled to be released in February, was stopped due the recent announcement of the Hallmark store closing, but is still anticipated to be delivered February 26th. In addition, the amount of brochures is anticipated to be increased due an increase in demand.

Boggs presented the 2019 Website Improvement Action Plan, which included several new ideas and strategies to attract people to the community.

There was a discussion regarding the importance of the many strategies to be considered, with a great deal of emphasis placed on the importance of updating the data on the website and keeping it current as well as marketing strategies to be considered going forward.

In the Matter of November 7, 2018 Minutes Approval:

Minutes from the November 7, 2018 meeting were reviewed for approval.

Motion: Jo Paczkowski
Second: Tammy Kratzer
Ayes: 5 Nays: 0
Motion Carried

To: Approve the November 7, 2018 meeting minutes.

In the Matter of KCCRVC Financials:

Mark Skibowski presented the financial report, stating the year was finished out in pretty good shape. The January deposit came in at \$45,000 as opposed to \$43,000 in 2017 and the cash balance as of 12/31 was \$354,763, with the \$500,000 investment into CDs as previously approved, leaving a total amount of \$854,763.

Motion: Ron Robinson
Second: Tammy Kratzer
Ayes: 5 Nays: 0
Motion Carried

To: Approve the Financial Report as presented.

In the Matter of 2019 KCCRVC Inter-Local Agreement:

The Commission reviewed the 2019 Inter-Local Agreement for approval.

Motion: Jo Paczkowski
Second: Ron Robinson
Ayes: 5 Nays: 0
Motion Carried

To: Approve the 2019 Inter-Local Agreement, as presented.

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

Kosciusko County Convention, Recreation & Visitors Commission, March 13, 2019

The Kosciusko County Convention, Recreation & Visitors Commission (KCCRVC) met for a regular meeting on March 13, 2019 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-ABSENT
John Hall- ABSENT
Tammy Kratzer-ABSENT

Jo Paczkowski
Kristi Plikerd
Ron Robinson

Also present was Jill Boggs, CVB Director.

The meeting was called to order by President Mark Skibowski.

Grant Requests

In the Matter of Syracuse Parks Department-Tour des Lakes (\$2,000):

Darin Lursen, Program Director, presented a request in the amount of \$2,000 for the Tour Des Lakes Bike Ride. Lursen stated last year's event went well and drew in approximately 370 people.

Motion: Ron Robinson

Second: Kristy Plikerd

Ayes: 4 Nays: 0

Motion Carried

To: Approve the request in the amount of \$2,000 for the Tour Des Lakes Bike Ride.

In the Matter of KEDCo-Issue Media Group (\$25,000):

Alan Tio, CEO, presented a request in the amount of \$25,000 for support in establishing an online content platform similar to Input Fort Wayne, by partnering with Issue Media Group (IMG). Tio stated he believes the project will aid in the growth of the economy by showcasing stories of events and unique attractions throughout the county. Participation is designed to generate interest in visiting and even possibly moving to the area, focusing on the quality of life amenities found within Kosciusko County. Tio continued, stating over the past month, work went into a pilot project called "Focus on Warsaw", a series on the Input Fort Wayne platform, designed to test the amount of interest a project like this might generate. Tio reported two of the articles tested placed in the top five of the most viewed.

Tio gave a brief presentation, showing the quality of the content on the Input Fort Wayne website and describing the potential benefits for the project.

Jill Boggs, CVB Director, gave a brief comparison between the potential of this project and what the CVB already offers. Boggs stated she fully supports partnering with KEDCo on the project but has reservations regarding the cost of \$25,000, considering we are almost four months into the year, with the total costs of \$50,000 covering just what is left of 2019. Boggs stated the project is one the CVB would have considered supporting, had room been available within the 2019 budget. If the grant is approved, Boggs recommended including the stipulation that CVB partner with KEDCo, making every effort to see as much of a significant return on the investment as possible.

Several concerns were discussed, including future costs, competing with Fort Wayne for space and content, along with the potential for reward, as well as the potential benefits of the buy-in option. Details of the pilot program were also discussed along with perceived savings by participating in the buy-in.

Tio stated he believes this will be the beginning stage in growing a team, much like the one that submitted clips for the pilot, which will include more than just CVB and KEDCo, but also local businesses such as OrthoWorx, Community Foundation, Syracuse-Wawasee Chamber and several others.

Motion: Jo Paczkowski

Second: Ron Robinson

Ayes: 4 Nays: 0

Motion Carried

To: Approve the amount of \$15,000, with the stipulation that the project include CVB involvement.

In the Matter of CVB Update:

Jill Boggs proudly displayed the Best Visitor Guide of the Year award, which the CVB was recently awarded, by the Indiana Tourism Association. Boggs stated, although she hadn't planned to submit the 2018 guide, she was encouraged to do so by the bureau and is glad she did. In addition, Boggs noted she has been invited to give a brief presentation regarding the guide award, at the Association's South Bend meeting on September 11th and will, therefore, not be available for the KCCRVC's September meeting.

In addition, Boggs gave the following updates:

- Bank balance is \$80,600
- Guides have been delivered and expenses will be paid
- The CVB finance committee will meet in a few weeks to prepare the budget, which will be presented to the Board in April

There was a brief discussion regarding the structure of the grant awarded to KEDCo and it was confirmed that Boggs will incorporate the progress of the project into her reports and that she will be actively participating in project itself, to ensure adequate reward is received for the funds contributed.

In addition, there was a discussion regarding the website and the efforts being made to improve the quality. Boggs, along with other staff members, described the technical issues affecting the website's inaccurate content along with the strides that continue to be made in an effort to correct the many issues. Boggs expressed frustration with the inability to get corrections made timely or accurately, but explained since the changes cannot be made in house but are done through a contracted software company, the CVB currently has no control of the changes. In conclusion, Boggs stated, moving forward, the CVB will be considering all possible options.

The website is expected to be presented at the May meeting, with some the improvements currently scheduled to be applied in April.

In the Matter of January 16, 2019 Minutes Approval:

Minutes from the January 16, 2019 meeting were reviewed for approval.

Motion: Jo Paczkowski

Second: Ron Robinson

Ayes: 4 Nays: 0

Motion Carried

To: Approve the January 16, 2019 meeting minutes.

In the Matter of KCCRVC Financials:

Kristi Plikerd presented a copy the financial report, stating it reflects the investment. In addition, Plikerd affirmed Skibowski's statement of a slight reduction of approximately \$6,000 from last year.

Motion: Jo Paczkowski

Second: Ron Robinson

Ayes: 4 Nays: 0

Motion Carried

To: Approve the Financial Report as presented.

In the Matter of Additional Information:

Jo Paczkowski shared that the paranormal applicants are planning to go forward with their event and that they still intend to return with a revised application as soon as they have obtained some final estimates.

Mark Skibowski stated the ownership of trademark still needs to be addressed and requested that Jill Boggs further research the topic and present any additional information at the next meeting.

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

**Kosciusko County Convention, Recreation & Visitors Commission,
May 8, 2019**

The Kosciusko County Convention, Recreation & Visitors Commission (KCCRVC) met for a regular meeting on May 8, 2019 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

Ron Robinson

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:

John Hall was sworn in as a 2019 KCCRVC member.

In the Matter of Pierceton Chamber of Commerce Publicity Grant Requests:

Dave Taylor came before the Commission and requested \$500.00 for each of the following publicity grants:

- General Advertising
- Vintage Motorcycle Show
- Farmer's Market

- Heirloom Tomato Festival
- Heirloom Tomato Festival 5K Walk/Run
- Agricultural Art Show
- Primitive Show
- Pierceton Days Festival

Motion: Jo Paczkowski

Second: John Hall

Ayes: 7 Nays: 0

Motion Carried

To: Approve all eight (8) publicity grant requests for a total of \$4,000.00 (\$500.00 each) for the following events: General Advertising, Vintage Motorcycle Show, Farmer's Market, Heirloom Tomato Festival, Heirloom Tomato Festival 5K Walk/Run, Agricultural Art Show, Primitive Show and Pierceton Days Festival.

In the Matter of Clearly Kosciusko Campaign:

Nate Bosch, Grace College Lakes and Streams Director, presented the following updates:

- The Lakes Festival is planned for Memorial Day weekend. During the memorial ceremony on Sunday, WW II planes are scheduled to fly over in formation, to honor our fallen soldiers.
- The Trademark is generating a lot of interest. The campaign brand identity is completed, billboards are secure and the artwork has been submitted using the shortened URL- Clearly KC.
- The new website will be finished in the next couple weeks.
- Radio ads will soon begin running around the area.
- Trademark filing has begun, moving forward with the Lillie Center owning the rights, at least to get it off the ground. A licensing agreement will also more than likely be established, which will outline the guidelines of using the brand.
- Banners, maps, and postcards are in the works.

There was a brief discussion regarding projected operational funding requests and the commitment to show an annual reduction of \$5,000.00 as well as the change in the previous request from trademark funding to licensing. It was determined that they would need to resubmit their grant request, specifically requesting the licensing.

In the Matter of CCAC:

Karl Swihart , Executive Director CCAC, presented the following updates:

- Recently lost 2 staff members
- Introduced new employee, Eric Townsend, a recent graduate of Trine University with a master's degree in business, a bachelor's degree in sports management with a minor in leadership, stating Townsend had worked as an intern previously and will be a great addition
- Have several new employees that will require training
- Working on the 2020 tournament schedule

- Anticipate hosting the 2020 baseball world series
- Beginning fund raising for the indoor facility, which will support unlimited events, parties, meetings, with 2 full size softball fields, offices and stadium. Drawings and video are available on the website
- Open seat on the board of commissioners-nomination of Mark Skibowski was made by Jo Paczkowski

Motion: Jo Paczkowski

Second: Ron Robinson

Ayes: 7 Nays: 0

Motion Carried

To: Approve the appointment of Mark Skibowski to the CCAC board of commissioners.

In the Matter of KCHC Old Jail Museum Grant Request:

Evelyn Rake, Co-Director, KCHS Old Jail Museum, presented a grant request in the amount of \$12,896.00 for masonry tuckpointing repairs needed to sustain the structure of the Old Jail Museum building, stating the building is leaking and is destroying the front window and entrance.

Motion: Tammy Krazter

Second: Jo Paczkowski

Ayes: 6 Nays: 1

David Gustafson opposed

Motion Carried

To: Approve the grant request in the amount of \$12,896.00 for masonry tuckpointing repairs to the Old Jail Museum building.

In the Matter of Warsaw ParaFest Grant Request:

Evelyn Rake, Co-Director, KCHS Old Jail Museum, gave an update on the upcoming Paranormal Festival, stating ticket sales have been good, several vendors are scheduled and some television personalities from the show “*Ghost Hunters*” are expected to make appearances. Rake requested a publicity grant in the amount of \$500.00 for the event.

Motion: Jo Paczkowski

Second: John Hall

Ayes: 7 Nays: 0

Motion Carried

To: Approve the publicity grant request in the amount of \$500.00 for the Warsaw ParaFest event.

In the Matter of CD Reinvestment:

Mark Skibowski opened the discussion regarding the CD investment bid quotes provided by the County Treasurer, stating 1st Source offered the highest interest rate at 2.9.

Motion: John Hall

Second: Kristi Plikerd

Ayes: 7 Nays: 0

Motion Carried

To: Approve the reinvestment of the \$250,000.00 CD for 1 year with 1st Source Bank, at 2.9% interest.

In the Matter of CVB Grant Requests:

Jill Boggs, CVB Director, came before the Commission and requested the following grants:

New Website	\$15,000.00
Back Railing	Unknown
Parking Lot	Unknown

Jill Boggs, began by giving a presentation, which the Commission had previously requested, showing the changes that have been made to the website, stating although progress has been made, many significant changes are still needed. There was a discussion regarding the need for a new website and funding options going forward. Boggs stated the \$15,000.00 in grant funds being requested would enable her to obtain bids in hopes of a new website being built and launched in 2019.

For lack of a Motion, grant funds for the website, were not awarded. More information was requested on the subject and further discussion is anticipated.

Regarding the back railing and parking lot, Boggs presented a few quotes for each item. There was a discussion regarding property maintenance projects and repairs being made part of the budget and not requested as separate grant funds. For lack of a Motion, grant funds for the back railing, were not awarded. It was determined that the low ticket item repair, estimated at approximately \$2,000.00, should be paid from the budget.

There were 3 types of estimates presented for parking lot repairs, including fill and seal, repair ruts and seal, and repave parking lot. Boggs stated the recommendation of the CVB Board is to fill and seal the parking lot but no company name was confirmed to be the preferred one of the CVB.

Motion: Tammy Kratzer
Second: David Gustafson
Ayes: 7 Nays: 0
Motion Carried

To: Approve the grant request in the amount of \$4,323.00, as indicated on the bid from Super Seal, to fill and seal the parking lot. A company was not specified in the approval and was left for the CVB Board to make the final decision on.

In the Matter of CVB Grant Fund Request Limit:

Following the above discussion, the Commission made a determination to set a minimum amount on grant fund requests for the CVB.

Motion: David Gustafson
Second: John Hall
Ayes: 7 Nays: 0
Motion Carried

To: Approve \$3,000.00 as the minimum amount the CVB can submit grant fund requests. Any amount below \$3,000.00 can be paid from budgeted funds.

In the Matter of CVB Budget:

Boggs presented the 2020 proposed CVB budget, stating the proposal includes a 10.75% increase as well as a request to change the disbursement schedule from four disbursements to two (one in January and one in June), which Boggs stated would be beneficial as the CVB budget is very front-loaded. There was a discussion regarding the Commission's budget, cash balance and the ordinance regulating the disbursements as well as the CVB's proposed increases for marketing improvements, property maintenance and salary changes. There was further discussion regarding the community's marketing needs and projected strategies going forward. In addition, the Commission discussed concerns regarding the proposed increases, considering the CVB's increases that were approved in 2019.

In the Matter of March 13, 2019 Minutes Approval:

Minutes from the March 13, 2019 meeting were reviewed for approval.

Motion: Jo Paczkowski

To: Approve the March 13, 2019 meeting minutes.

Second: Ron Robinson

Ayes: 7 Nays: 0

Motion Carried

In the Matter of KCCRVC Financials:

Kristi Plikerd presented the financial report, stating May was a pretty good month, bringing the balance back up a little and in line with last year. Plikerd continued, stating there is a balance of \$118,000 remaining from the 2019 budget, less the approvals made today, along with \$500,000 in invested CDs.

Motion: John Hall

To: Approve the Financial Report as presented.

Second: Ron Robinson

Ayes: 7 Nays: 0

Motion Carried

In the Matter of 2020 KCCRVC Budget:

Kristi Plikerd presented the 2020 budget proposal, stating with \$500,000 invested, she would suggest setting aside approximately \$200,000 in cash for a beginning budget amount of \$700,000. There was a discussion regarding predicting the funds that may be available and the uncertainty of each year to follow. The rainy day fund was discussed, as well as the risks and benefits of utilizing some of those funds. Following an extensive discussion, the following was proposed as the 2020 KCCRVC budget:

	<u>\$715,000</u>
Admin	\$12,000
Grace	\$20,000
CCAC	\$40,000
Misc Grants	\$220,500
CVB	\$422,500

Motion: John Hall

To: Approve the 2020 Budget as proposed.

Second: Ron Robinson

Ayes: 7 Nays: 0

Motion Carried

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

Kosciusko County Convention, Recreation & Visitors Commission, July 17, 2019

The Kosciusko County Convention, Recreation & Visitors Commission (KCCRVC) met for a regular meeting on July 17, 2019 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- ABSENT

Kristi Plikerd

John Hall

Ron Robinson

Tammy Kratzer

Also present was Jill Boggs, CVB Director.

The meeting was called to order by President Mark Skibowski.

In the Matter of Treasurer Appointment:

Mark Skibowski, President, stated due to personal reasons, Kristi Plikerd has requested to resign as the Treasurer.

Motion: Ron Robinson

To: Accept the resignation of Kristi Plikerd as Treasurer.

Second: John Hall

Ayes: 4 Nays: 0

Motion Carried

As a result of the above acceptance, Skibowski requested a nomination for Treasurer. Ron Robinson nominated John Hall and Hall accepted the nomination.

Motion: Ron Robinson

To: Approve the appointment of John Hall as Treasurer.

Second: John Hall

Ayes: 4 Nays: 0

Motion Carried

In the Matter of CVB Agreement:

Chad Miner, County Attorney, presented a recommendation for agreement, stating the State Board of Accounts (SBOA), which is currently conducting an audit, has placed focus on the CVB and the KCCRVC, specifically on how dollars are distributed as well as what agreement exist between the two boards.

{Tammy Kratzer and Jo Paczkowski jointed the meeting.}

Miner stated the County Commissioners recently passed an ordinance, to more clearly establish the rules and procedures governing the KCCRVC. The document being presented today, Miner stated, is based on the SBOA's suggestion to adopt an agreement outlining the relationship between the Commission (KCCRVC) and the Bureau (CVB), establishing guidelines on components such as staff, property maintenance, the business guide, etc. The agreement, Miner stated, will also include the expectation of a representative of the Bureau giving a report at each meeting, as well as a quarterly review regarding distributions, which Miner stated, he knows is already being done but noted should be included in the agreement.

There was a brief discussion regarding the general need for the agreement and the timeframe in which it can be prepared for adoption, by the KCCRVC as well as the CVB. Miner will prepare an agreement and present it for approval.

For clarification of the information presented, County Auditor, Michelle Puckett, stated the County Commissioners have amended the county's ordinance, as indicated, to include specific direction on the creation and terms of the board. In addition, Puckett stated grant application form needs to be revised to be compliant with SBOA as well. Puckett will make changes and present the revised document for approval.

In the Matter of NSA World Series Grant Request:

Eric Townsend, CCAC Deputy Director, came before the Commission and presented a grant commitment request in the amount of \$14,000 for the 2020 NSA Girls Fast Pitch World Series, stating the event will host the odd age division, a first time opportunity for girls of that age to compete. Townsend stated the CCAC is the exclusive bidder and if able to get the funds, the event could potentially bring approximately 72 out of town teams to the area from July 8 to July 12, 2020.

There was a brief discussion regarding the available funds for 2020 and the timeframe in which this grant was requested. Townsend stated a commitment must be awarded in order to bid to host the event.

Motion: Tammy Kratzer

Second: Kristy Plikerd

Ayes: 6 Nays: 0

Motion Carried

To: Approve grant request in the amount of \$14,000 for the 2020 NSA Girls Fast Pitch World Series.

In the Matter of Indoor Facility Grant Request:

Eric Townsend, CCAC Deputy Director, came before the Commission and presented a grant request in the amount of \$250,000 for the proposed new facility, which Townsend stated is projected to be a completely enclosed, 440' x 220' steel structure, capable of holding 2 full regulation size softball fields, able to convert to multiple soccer fields as well as contain a viewing deck with the ability to host up to 500 people. In addition to sporting events, Townsend

stated, the facility is anticipated to be used for wedding receptions, corporate events and community events such as home and garden and boat shows. Constructing the facility, Townsend continued, would allow the CCAC to become financially self-sufficient, with the benefit being the amount of anticipated revenue of having such a facility within the community. A preliminary drawing of the facility was presented, showcasing the multiple purposes projected to be available at such a facility.

There was a brief discussion regarding potential donations from other sources and the possibility of alternate funding, such as bank loans and grant funding.

In the Matter of Winona Lake Limitless Park Restrooms:

Craig Allebach, Town Manager, came before the Commission, stating there have been some complications with the construction of the restrooms, which the Commission had committed \$75,000 to in 2017. Allenbach stated, the project, which began in 2018, saw no significant progress and as the contract was about to be terminated, Allenbach was approached by another contractor who had bought out the first, with the assurance they would complete the job timely and at the same commitment. Allenbach inquired as to whether the Commission's previous commitment of \$75,000 was still available or if they would need to reapply.

Motion: John Hall

Second: Jo Paczkowski

Ayes: 6 Nays: 0

Motion Carried

To: Approve the recommitment of \$75,000 for the construction of the Winona Lake Limitless Park restrooms.

In the Matter of Rails to Trails Update:

Greg Demopoulos, KCV Cycling Club, came before the Commission, stating it was recently announced by the National Rails to Trails Conservancy that a cross American trail will go from Washington state to Washington DC. Demopoulos reported, the route, which will include Indiana, was chosen based on a 5-year study which determined the majority of the trail, along said route, already exists. While connecting the existing trails, the goal, as reported by Governor Holcomb, is to include as much of the State of Indiana as possible. Since the projected route is expected to come as close to our county as Rochester, Demopoulos stated it would seem foolish not to try to connect to the great American trail and suggested strategically planning for the possibilities this project brings.

In the Matter of CVB Update:

Jill Boggs, CVB Director, came before the Commission and presented an update, which included the following information:

- Finances and budget seem to be in line and right on track for June
- The parking lot project is on hold
 - Ron Robinson stated, he and Highway Supervisor, Scott Tilden, have visited the property and it is their opinion that further research should be done before potentially wasting funds to resurface, which may not actually resolve the issue
- Management of funds regarding new laws on home shares/air B&Bs is being researched in collaboration with the County Treasurer

- The Fairfield Hotel and the Holiday Inn Express are projected to open later in 2019 and construction has begun on the True Hilton, which is projected to open in the summer of 2020
- With Lake City Skiers Division 1 Tournament coming up, the CBV will offer extended hours and is hosting the hospitality tent for the whole weekend
- The CVB is seeing a significant incline in Facebook followers and activity

In the Matter of New Website Grant Request:

Jill Boggs, CVB Director, came before the Commission and presented a grant request in the amount of \$22,500 for a new website, stating the current website, which has been the topic of many discussions with the Commission, does not currently satisfy the CVB's needs. Boggs stated, following significant research, several bids were obtained and multiple options were reviewed. Upon comparing what each company offered, as well as what the Commission and CVB consider most important, based upon numerous discussions regarding the current website, Boggs recommended Reusser Design.

Motion: John Hall

Second: Ron Robinson

Ayes: 5 Nays: 0

Jo Paczkowski Abstained

Motion Carried

To: Approve new website funding in the amount of \$22,500 with Reusser Design, subject to the approval of the CVB Board.

In the Matter of May 8, 2019 Minutes Approval:

Minutes from the May 8, 2019 meeting were reviewed for approval.

Motion: John Hall

Second: Ron Robinson

Ayes: 6 Nays: 0

Motion Carried

To: Approve the May 8, 2019 meeting minutes.

In the Matter of KCCRVC Financials:

John Hall presented the financial report, stating the cash balance as of June 30, 2019 is \$295,000 along with the bank investment. With a grant appropriation of \$280,000 and having paid out \$164,000, Hall stated, the remaining balance would be \$116,000. Michelle Puckett, County Auditor, stated following today's awards, the remaining appropriated balance is \$3,971 and anything beyond that will need to be presented to Council for additional appropriation.

Motion: Ron Robinson

Second: Jo Paczkowski

Ayes: 6 Nays: 0

Motion Carried

To: Approve the Financial Report as presented.

In the Matter of KCCRVC Logo:

Mark Skibowski followed up regarding the Watershed Foundation's work on the park at Winona Lake, stating they requested a logo for advertising, which Skibowski stated he gave permission

to use the CVB's logo since the KCCRVC does not currently have one. Skibowski stated the Commission may want to consider revisiting the topic again in the future.

In the Matter of Surrounding County's Commissions:

In the interest of knowing how other Convention, Recreation and Visitor Commissions conduct business, Jo Paczkowski stated she would be willing to reach out to, as well as set aside time to visit some of the surrounding counties to obtain information which the Commission may find helpful in the future.

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

**Kosciusko County Convention, Recreation & Visitors Commission,
September 11, 2019**

The Kosciusko County Convention, Recreation & Visitors Commission (KCCRVC) met for a regular meeting on September 11, 2019 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
Ron Robinson

There was a moment of silence observed in honor of 9-11 and the meeting was then called to order by President Mark Skibowski.

In the Matter of 2019 CVB Agreement:

Chad Miner, County Attorney, presented an agreement for approval, as required by the State Board of Accounts, between the Kosciusko County Convention, Recreation & Visitors Commission (KCCRVC) and the Kosciusko County Convention & Visitors Bureau (CVB). Miner stated a few revisions have been made since the draft was presented, including the breakdown of quarterly payments as well as stipulations related to the distributions.

Motion: John Hall

To: Approve the 2019 Agreement with CVB

Second: Ron Robinson

Ayes: 7 Nays: 0

Motion Carried

In the Matter of CCAC:

Karl Swihart, Executive Director CCAC, presented the following updates:

- All softball dates are set
- Approval for baseball dates is anticipated

- Some incentives for kids to play at our location have been implemented , expecting a record year
- Regarding the indoor facility: grants are being written, fundraising is underway, there has been a \$1000 donation received and financing is available with 20% down

In the Matter of 2020 Operating Expenses:

Karl Swihart, Executive Director CCAC, presented a grant request for 2020 operating expenses in the amount of \$40,000, with Mark Skibowski explaining that although previous approval was given, in order to be compliant with the newly implemented policy, the grant application requires a signature as approval.

Motion: Jo Paczkowski

Second: Tammy Kratzer

Ayes: 7 Nays: 0

Motion Carried

To: Approve the 2020 CCAC operating expense grant request in the amount of \$40,000, as presented.

In the Matter of Innkeepers Receipts:

Skibowski stated a review of receipts was requested, due to a significant jump that appears since the change in State requirements. Rhonda Helser, County Treasurer, reported that monies are expected from the AirBNBs and the VRBOs in early September but nothing has been received thus far. Michelle Puckett, County Auditor, stated since changes were made to the State's accounting policies, the increase observed is due to the timing of receipts.

Further discussion concluded that an indication on monthly financial reports should be added to reflect the addition of funds from Airbnbs once monies start being received.

In the Matter of Winona Lake Preservation Association (WLPA):

Ron Donkers, Grant Writer, presented a grant request for Winona Lake channel dredging sediment removal in the amount of \$25,700 along with samples of muck and lily pads for the Commission to view. Donkers stated there is a significant amount of muck, lily pads and sediment cluttering the channels of Winona Lake and although the DNR is responsible for 68% of the total estimated cost of \$261,000 to dredge and maintain the lake, the rest remains necessary but unfortunately unfunded.

Thankfully, Donkers continued, funding for dredging of channels located near and used by residents of the lake is available and being provided by the residents themselves, which leaves, the only two channels for the public to access to the lake, in dire need of dredging but without having funding available. The grant request presented is to dredge those two channels, thus providing appealing public access sites to the lake, hence promoting tourism in the area, Donkers concluded.

Motion: Jo Paczkowski

Second: John Hall

Ayes: 7 Nays: 0

Motion Carried

To: Approve the Winona Lake Channel Dredging Sediment Removal grant request in the amount of \$25,700.

In the Matter of Additional Appropriation Request:

There was a brief discussion regarding the approval of the above grant request, creating a negative balance and whether an additional appropriation would be necessary. Skibowski recommended an additional appropriation request and requested a suggested amount. Paczkowski suggested \$25,000.

Motion: John Hall

To: Approve the request for an additional appropriation in the amount of \$25,000.

Second: Jo Paczkowski

Ayes: 7 Nays: 0

Motion Carried

In the Matter of Lakeland Art Association Inc-Publicity:

Melodie Koher, Lakeland Art Association, presented a publicity grant request in the amount of \$500 stating, in conjunction with Warsaw's "Artober" First Friday event this October, Lakeland Art Association will be hosting a Paint Plein Air event, where artists at various locations around town will be painting for the public to view. Some artists, Koher continued, will come from other states to participate in the event and awards will be presented later in the evening. The event, Koher concluded, is hopefully going to become an annual event.

Motion: John Hall

To: Approve the \$500 publicity grant for Lakeland Art Association's Plein Air painting event.

Second: Tammy Kratzer

Ayes: 6 Nays: 0

Jo Paczkowski opposed.

Motion Carried

In the Matter of Lilly Center Update:

Nate Bosch, Grace College Lakes and Streams Director and Alex Hall, Associate Director, presented the following updates:

- The Lakes Festival, the largest festival within Kosciusko County, continues to grow in size. An executive summary, showcasing some of the events, was presented showing more than 6,400 people participated in the event this year. While giving a presentation regarding water resources to the KCLA, Bosch requested suggestions from students, for the Lakes Festival parade, with the goal of making it an annual main attraction for the community, focusing on the Memorial Day celebration.
- The operating support from the KCCRVC allows the organization to collaborate with other groups to actively address threats to the lakes and streams within the county.
- The Clearly Kosciusko campaign continues to gain momentum, with the licensing agreement in place, the brand is now available for other businesses to use effectively within the structures and guidelines of the agreement. Advertisements are already in progress, using the brand to promote the community.

In the Matter of CVB Update:

On behalf of Jill Boggs, Nick Hauk presented the CVB update, which included the following:

- Parking lot issues were directed to Ron Robinson, who stated upon his and County Highway Superintendent, Scott Tilden's inspection, it was determined that additional estimates should be obtained that included more in-depth repairs, not just a short-term surface fix. One of the updated estimates CVB received, Robinson and Tilden agreed, should solve the problem for a much longer period, for approximately only \$1,500 more than the previously approved amount. Robinson recommended going with the estimate from Asphalt Care in the amount of \$6,345 instead of the \$4,323 quote previously approved that did not include the milling and repaving of a 500 square foot section to correct the problem with ruts in front of the trash bin area.

Motion: Ron Robinson

Second: Kristi Plikerd

Ayes: 7 Nays: 0

Motion Carried

To: Approve the upgraded estimate in the amount of \$6,345 to Asphalt Care to repair the CVB parking lot.

- There was a brief discussion regarding the CVB's request for 4th quarter distributions in August. Skibowski stated future requests should not be requested more than a month prior to the month the disbursement is scheduled. In addition, Skibowski requested a bank statement along with balance sheet, not included with the financial documents submitted.
- The website is progressing well, with an anticipated completion date of December 7th
- Work is being done to try and meet all 112 standards of destination marketing, to be recognized as accredited with the distinction award.
- Ad sales are underway for the 2020 visitors guide.
- Wage increases of 2.6% for 2020, were discussed and clarified as acceptable since CVB employees are not required to conform to the same guidelines as county employees.

In the Matter of July 17, 2019 Minutes Approval:

Minutes from the July 17, 2019 meeting were reviewed for approval.

Motion: Ron Robinson

Second: John Hall

Ayes: 7 Nays: 0

Motion Carried

To: Approve the July 17, 2019 meeting minutes.

In the Matter of KCCRVC Financials:

John Hall, Treasurer, presented the financial report, stating the Innkeepers Report reflects that all customers are currently up to date and the cash balance as of 8/31/19 was \$359,395.18 in addition to the \$500,000 held as investments for a total of \$859,685.18. In addition, Hall stated there are still a few 2018 approved grants, which have until the end of 2019 to be redeemed before they are revoked.

Motion: Ron Robinson

Second: Kristi Plikerd

Ayes: 7 Nays: 0

To: Approve the Financial Report as presented.

Motion Carried

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

Kosciusko County Convention, Recreation & Visitors Commission, November 6, 2019

The Kosciusko County Convention, Recreation & Visitors Commission (KCCRVC) met for a regular meeting on November 6, 2019 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, Absent

John Hall

Tammy Kratzer, Absent

Jo Paczkowski

Kristi Plikerd, Absent

Ron Robinson

In the Matter of Oakwood Foundation-Chautauqua-Wawasee Grant Request-Old Fashioned Christmas:

Mark Knecht presented a request to host a Dickens Old Fashion Christmas in Syracuse, which would include sleigh rides, barber shop quartets, and pictures with Santa. Knecht stated the event is planned for 500 attendees, although there is a concern regarding parking if more than 500 attend. Knecht continued, stating the idea for the event started as an outdoor Christmas tree lighting event on Oakwood property with characters to entertain and has evolved into something much larger. It will be a free event, open to the public, Knecht concluded.

Mary Moretto, board member, stated Chautauqua is sponsoring the event on the Oakwood property.

There was a brief discussion regarding alternative funding options for the event as well as available funds to support the event at the closing of 2019.

The request was tabled for further discussion.

In the Matter of KCV Cycling Club Grant Request:

Nick Hauck, introduced Chris Williams, new KCV President, and the two presented a request for the 17th annual Fat Skinny Tire Fest, which Hauck stated exceeded all expectations in 2019 with attendance of over 2600 participants. The amount of the request, Hauck continued, is the same amount as approved last year, with hopes to expand and grow the multi-day, multi-city event.

Motion: John Hall

Second: Ron Robinson

Ayes: 4 Nays: 0

Motion Carried

To: Approve the request for the 2020 Fat Skinny Tire Festival in the amount of \$22,900 as presented.

In the Matter of Grace College Athletic Department Grant Request:

Chad Briscoe, Director of Athletics, presented a request for the NCCAA DI Men's and Women's Basketball Championships, which Briscoe stated hosts 13 college teams for the tournament, with participants arriving a day early to provide services to local elementary schools, the Salvation Army and others through a volunteer project. Briscoe stated all 13 teams remain in the area for the duration of the tournament, not only for the games in which their teams continue through the tournament.

Motion: Jo Paczkowski

Second: Ron Robinson

Ayes: 4 Nays: 0

Motion Carried

To: Approve the request for the 2020 NCCAA DI Men's and Women's Basketball Championship in the amount of \$4,000 as presented.

In the Matter of 2020 CVB Agreement:

Chad Miner, County Attorney, presented the 2020 CVB Agreement, in the total amount of \$422,500, to be distributed in equal amounts of \$105,625 in January, April, July and October. Miner stated a change was made from the 2019 agreement, using broader language to generalize rather than just classify the visitor's guide as printed material. Miner stated using broader language will allow for a variation of media to be used for marketing, going forward.

Motion: Ron Robinson

Second: John Hall

Ayes: 4 Nays: 0

Motion Carried

To: Approve the 2020 CVB Agreement, as presented.

In the Matter of Lilly Center for Lakes & Streams Grant Request-2020 Operating Support:

Nate Bosch presented a request in the amount of \$20,000, for 2020 Lilly Center for Lakes & Streams Operating Support. Bosch stated the amount requested has decreased by \$5,000 annually as the Commission requested.

Motion: Ron Robinson

Second: John Hall

Ayes: 4 Nays: 0

Motion Carried

To: Approve the 2020 Lilly Center for Lakes & Streams Operating Support grant request in the amount of \$20,000 as presented.

In the Matter of Lilly Center for Lakes & Streams Grant Request-2020 Northern Indiana Lakes Festival:

Nate Bosch presented a request in the amount of \$20,000, for the 2020 Northern Indiana Lakes Festival, which Bosch stated is a \$5,000 increase from funds awarded in 2019. Bosch stated the 2019 festival was the largest in the county and some new ideas are planned for 2020, including an increase in the size the parade, a block party, an increase in the number of concerts, as well as a beach in the street event, which when partnered with Spikes to fill a downtown street with

sand, is planned as a volleyball tournament. Bosch concluded, stating the increase would support some further marketing and promotional material to support the festival.

Motion: Mark Skibowski

Second: John Hall

Ayes: 4 Nays: 0

Motion Carried

To: Approve \$15,000 (the same amount awarded in 2019) for the 2020 Northern Lakes Festival.

In the Matter of Lilly Center for Lakes & Streams Grant Request-2020 Clearly Kosciusko Campaign Expansion:

Nate Bosch presented a request in the amount of \$23,440 in support of the continuation of the Clearly Kosciusko campaign. Bosch stated results of a research project conducted by KEDCo indicate a need in the areas of branding and identity to further promote what the community has to offer, which Bosch stated supports efforts made in the ongoing campaign.

There was a brief discussion regarding strategies going forward as well as potential funding from other supporters.

Motion: John Hall

Second: Ron Robinson

Ayes: 4 Nays: 0

Motion Carried

To: Approve the 2020 Clearly Kosciusko Campaign grant request in the amount of \$23,440.

In the Matter of KCCRVC Financials:

John Hall, Treasurer, presented the financial report, stating the cash balance as of 10/31/19 was \$338,000 in addition to the \$500,000 held as investments for a total of \$838,000. Hall stated there is a balance of \$249.00 in 2019 appropriated grant funds and \$47,000 left in 2018 grant funds, which must be redeemed before awards are revoked at the end of 2019. In addition, Hall stated 2020 grant appropriations in the amount of \$280,000 have been approved, leaving a balance of \$147,000, of which \$40,000 have been awarded along with the requests granted today. In conclusion, Hall stated collections appear to show an increase since the addition of Airbnbs.

Michelle Puckett, County Auditor, clarified the reporting, as directed by the State Board of Accounts, can be misleading when looking at annual comparisons and the number of hotels under construction and/or renovation should be considered.

Motion: Jo Paczkowski

Second: Ron Robinson

Ayes: 4 Nays: 0

Motion Carried

To: Approve the Financial Report as presented.

Mark Skibowski noted for the record, with 2019 appropriations being nearly depleted, any further grant requests presented today would need to be considered from 2020 appropriations.

In the Matter of Syracuse-Wawasee Chamber of Commerce- 2020 Wawasee Winter Carnival Grant Request:

Renea Salyer presented a request in the amount of \$500 for marketing of the 2020 Wawasee Winter Carnival.

Motion: Ron Robinson

Second: John Hall

Ayes: 4 Nays: 0

Motion Carried

To: Approve the 2020 Wawasee Winter Carnival grant request in the amount of \$500.

In the Matter of Lakeland Youth Center Grant Request-2020 Wawasee Winter Carnival:

Cassie Correll, Activities Director, presented a request in the amount of \$3,225, stating the slight increase from the 2019 award would support additional features such as a glass blowing demonstration along with additional advertising.

There was a brief discussion regarding the request for additional advertising funding in comparison to the previous award for advertising.

Motion: Ron Robinson

Second: John Hall

Ayes: 3 Nays: 1

Jo Paczkowski Opposed

Motion Did Not Carry

To: Approve the 2020 Wawasee Winter Carnival grant request in the amount of \$3,225.

Motion: Jo Paczkowski

Second: John Hall

Ayes: 3 Nays: 1

Ron Robinson Opposed

Motion Did Not Carry

To: Approve the 2020 Wawasee Winter Carnival grant request, less \$500 for advertising, for a total amount of \$2,725.

There was a brief discussion regarding the need for funding to continue the event, which Robinson stated brings a large amount of business to the area.

Motion: Ron Robinson

Second: John Hall

Ayes: 4 Nays: 0

Motion Carried

To: Approve the 2020 Wawasee Winter Carnival grant request in the amount of \$3,225, as presented.

Paczkowski recommended the amount of attendance generated by the additional advertising should be analyzed and presented in the event of future grant requests.

In the Matter of Oakwood Foundation-Chautauqua Wawasee Grant Request-Old Fashioned Christmas:

This request, which was tabled earlier in the meeting, was revisited for consideration. Mark Knecht gave an additional brief presentation, stating the purpose behind Chautauqua is to bring culture into communities through arts and entertainment. Funds are raised, Knecht continued, primarily through donations.

Motion: John Hall

Second: Jo Paczkowski

Ayes: 4 Nays: 0

Motion Carried

To: Approve \$2,000 for the Oakwood Foundation-Chautauqua Wawasee grant request for the Old Fashioned Christmas event.

As a courtesy, the KCCRVC requested some statistical feedback regarding event attendance and participation.

In the Matter of Lake City Skiers Update:

Chuck McLaughlin presented an update, which included the following information:

- 22 new members were added in 2019, bringing the total number of members to 147
- Site improvements included the grant awarded jump, an additional boat ramp and judge's platform. The pavilion was moved, the size of the stage was increased and a concession stand was added
- 3 tournaments were successfully hosted
 - City of Lakes
 - Central Regional
 - Division One Nationals
- Feedback from the community has been outstanding
- Plans to host the 2020 tournaments are under way

In the Matter of Lakeland Art Association Publicity Grant Request:

No one appeared to present the request. Michelle Puckett, County Auditor, noted for the record since the date of event is listed as November 16, 2019, funding for this grant was accounted for in the calculation of the financial report's remaining balance of \$249.

Motion: John Hall

Second: Ron Robinson

Ayes: 4 Nays: 0

Motion Carried

To: Approve the Lakeland Art Association publicity grant request in the amount of \$500 as presented.

In the Matter of CVB Update:

Jill Boggs, presented the CVB update, which included the following:

- The investment with Input Fort Wayne has ended. Although it appears to have been effective, it is too costly to consider going forward
- The parking lot project is complete
- Audit documents were submitted for review
- The October bank statement shows a balance of \$164,000, which includes \$83,314 worth of ads sold that cannot be spent until 2020

- The 2020 budget will be presented once it has been approved
- The visitor guide is in production
- The 3 new hotels are making great progress
- New CRMs are coming together and available
- Website interest has increased significantly from last year and many more features are anticipated

In the Matter of CCAC Update:

There was a brief discussion regarding an award recently received for tournaments.

In the Matter of Investment Updates:

Michelle Puckett, County Auditor, presented investment information, stating one of the \$250,000 CD's will be coming due tomorrow and requested direction on the investment.

Motion: Jo Paczkowski

To: Approve an additional 6 month investment of \$250,000, with no changes.

Second: Ron Robinson

Ayes: 4 Nays: 0

Motion Carried

In the Matter of September 11, 2019 Minutes Approval:

Minutes from the September 11, 2019 meeting were reviewed for approval.

Motion: Ron Robinson

To: Approve the September 11, 2019 meeting minutes.

Second: Jo Paczkowski

Ayes: 4 Nays: 0

Motion Carried

In the Matter of 2020 Meeting Dates:

The following meeting dates were presented for approval, using the same second Wednesday of the month schedule, with the exception of November due to Veteran's Day:

- January 8, 2020
- March 11, 2020
- May 13, 2020 (Budget Review)
- July 8, 2020
- September 9, 2020
- November 4, 2020

Motion: Jo Paczkowski

To: Approve the 2020 meeting dates as presented.

Second: Ron Robinson

Ayes: 4 Nays: 0

Motion Carried

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