

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 be 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.