

Convention and Visitor's Commission of Monroe County

Public Meeting

Tuesday, September 21, 2021 at 12:00pm

MEETING CONNECTION VIA ZOOM

<https://monroecounty-in.zoom.us/j/85915484548?pwd=UmY3TUVQbUo3bVNVcnJRa3E5bGxOZz09>

Meeting ID: 859 1548 4548

Password: 997133

The public's video feed will be turned off by the Technical Services Department meeting administrator.

- The public's video feed will be turned off by the Technical Services Department meeting administrator.
- The public will be able to listen and record.
- The public should raise their hand if they wish to speak during the public comment period.
- Below is the link for ZOOM Meeting Schedule of Monroe County Virtual Public Meetings for your convenience:

<https://www.co.monroe.in.us/departments/board.php?structureid=171>

1. Call to Order
2. Minutes Review – June 23, 2021 minutes
3. Commission Financial Report – June-Aug, 2021 and Monthly collections report
4. Visit Bloomington report
5. Downtown Blgn't. Inc. report
6. Claims approval –
 - General Fund - Visit Blgn't - \$405,947.50
 - General Fund - M Roach \$147.50
 - General Fund – DBI – \$82,668.00
 - Debt Fund – \$159,000.00
 - Cap Improvement - Groomer Construction - \$13,000
7. New Business
8. Old Business
9. Public comment
10. Adjournment

CONVENTION AND VISITORS COMMISSION

Virtual Meeting

11:00 noon
June 23, 2021

Commission Members Present:

Mike Campbell, Sean Hanlon and Kate Wiltz

Staff Members Present:

CVB – Mike McAfee, Laura Newton and Marcia Roach

DBI – Talisha Coppock and Joan Snapp

Guest: none

President Mike Campbell called the meeting to order at 11:00 a.m.

Approval of Minutes:

Commissioner Michael Campbell asked if everyone had a chance to review the March 18, 2021 meeting minutes and were there any questions. There were no questions or comments. Sean Hanlon motioned to approve the minutes seconded by Kate Wiltz. Roll call to approve March 18, 2021 minutes as presented. Michael Campbell-Yes, Sean Hanlon-Yes, Kate Wiltz-Yes.

Financial Report:

President Mike Campbell reviewed the monthly collections report stating May receipts were an improvement over the previous month and would have been closer to \$200,000 if receipts had made the May cutoff date. Overall, revenue income is improving. Mike then reviewed May financial summary reciting the balances in each fund and reflecting there were enough funds in order to make the claims to be presented. Mike made note that there had been a resolution to suspend the transfer of \$43,000 per month from the general fund to the debt fund and as of June the transfer will resume. Mike asked if there were any comments or questions. There were none. Sean Hanlon motioned to approve the financial reports seconded by Kate Wiltz. Roll call to approve the financials as presented. Mike Campbell-Yes, Sean Hanlon-Yes, Kate Wiltz-Yes.

VB Report:

Mike McAfee announced that there are 2 new Visit Bloomington board members, Lindsay Poynter, GM of Hilton Garden Inn and Corey Parton, GM at the Graduate. He also announced Visit Blgn't new graphic designer, Brittany Olson. He said he received a survey from the BEDC requesting projects that Visit Blgn't would like to see ARPA investment funds used for. He went through numerous projects one being to restore the funds lost in innkeepers' revenues due to covid19. Kate asked that he send his response to her and he said he'd send it to all commissioners. He also made a presentation (attached) that describes the travel and tourism market. In summary, expectations are an increase in leisure travel and a slower growth in convention and group travel. Mike Campbell thanked

Mike for the depth and scope of information and to please keep the commission updated. Laura Newton reviewed incoming groups for late summer and early fall and other marketing efforts being made by Visit Bloomington and staff.

DBI report:

Talisha Coppock said they were starting to receive more booking inquiries from small groups. She said despite PPP loans and assistance from the food and beverage fund to help replace the convention center management fees, funds were tight. They've had to reduce staff significantly but looked to add staff as event reservations start to increase.

Mike Campbell commented that even though the county's food and beverage funds helped and innkeepers' revenues were looking up, the local industry is not out of the woods yet.

Claims Approval:

Debt Fund:

\$113,172.00 -3rd qtr Regions Bank loan payment. Mike Campbell said that while the quarter payment is normally \$159,000, \$45,828.00 was being paid from the county food and beverage fund and therefore the CVC's debt fund is paying the balance. Sean Hanlon motioned to approve seconded by Kate Wiltz. Roll call to approve the motion. Mike Campbell-Yes, Sean Hanlon-Yes, Kate Wiltz-Yes.

General Fund:

\$405,947.50 – VB 3rd Qtr. 2021 operational funds. Sean Hanlon motioned to approve seconded by Kate Wiltz. Roll call to approve the motion. Mike Campbell-Yes, Sean Hanlon-Yes, Kate Wiltz-Yes.

\$147.50 - Marcia Roach 2nd Qtr. Prof fees. Sean Hanlon motioned to approve seconded by Kate Wiltz. Roll call to approve the motion. Mike Campbell-Yes, Sean Hanlon-Yes, Kate Wiltz-Yes.

\$82,668.00 – DBI 3rd Qtr. 2021 operational funds. Sean Hanlon motioned to approve seconded by Kate Wiltz. Roll call to approve the motion. Mike Campbell-Yes, Sean Hanlon-Yes, Kate Wiltz-Yes.

Capital Improvement Fund: \$6,860.00-HFI, Sean Hanlon motioned to approve seconded by Kate Wiltz. Roll call to approve the motion. Mike Campbell-Yes, Sean Hanlon-Yes, Kate Wiltz-Yes.

New Business:

Mike then presented the CVC 2022 budget. In his estimation he thought a 5% increase over 2020 for Visit Bloomington and DBI was feasible. He said it doesn't get things back to 2019 levels but he anticipated revenues to increase as the year went on and the community and Indiana University opened up to students and visitors. There was discussion and Mike said this was a suggested budget that would be presented to county council when they reviewed the county budget.

Sean inquired about the NAPA building and rental possibilities and wanted to know who was fielding those calls. Talisha said the property manager, Hallmark Rentals, were taking those calls. She said there had been a few inquiries but some may be put off since we were

looking to rent short term of 2 years or less. Sean asked if utilities were on and Talisha said they were to prevent rot or freezing in winter. Talisha also commented that all renters are current with rent and they look for that to continue.

Kate inquired as to what the Commissioners expense line item was used for. Mike said a portion had been used as incentives to groups booking at the convention center and at times for industry research and miscellaneous other items.

Mike brought the attention back to the 2022 budget and asked if everyone thought it reasonable. They agreed. Kate Wiltz motioned to approve 2022 budget and Sean Hanlon seconded. Roll call to approve the motion. Mike Campbell-Yes, Sean Hanlon-Yes, Kate Wiltz-Yes.

Public comments:

Marty Hawk, County council member, thanked the CVC for conducting the zoom meetings and when in person meetings resume, she hoped virtual meetings would continue since it allows for observation without having to be in person.

Old Business:

None

The meeting was adjourned at 11:55a.m.

Respectfully Submitted,

Marcia Roach
Acting Secretary

CONVENTION & VISITORS COMMISSION OF MONROE COUNTY, INC.
Financial Summary
Monroe County Auditor's Office
June 30, 2021

GENERAL FUND STATUS

	Monthly	Y-T-D	Budget
2020 Carry-Over Balance		\$ 957,831.34	

2021 Room Tax Receipts	\$ 281,008.90	\$ 931,978.72	
Less:			
2021 Transfer to Debt Service Fund	\$ 43,000.00	\$ 43,000.00	\$ 516,000.00
2021 Transfer to Cap. Imp. Maint. Fund	\$ -	\$ -	\$ 50,000.00
2021 Conv. & Visitors Bureau Claim Dist.	\$ -	\$ 608,921.25	\$ 1,623,790.00
2021 Commissioners Expense	\$ -	\$ -	\$ 100,000.00
2021 Auditing/Legal Fees/Prof.	\$ -	\$ 147.50	\$ 2,500.00
2021 Insurance	\$ -	\$ -	\$ -
2021 Maintenance	\$ -	\$ -	\$ -
2021 Downtown Bloomington Inc.	\$ -	\$ 165,336.00	\$ 330,674.00
Total Expenses	\$ 43,000.00	\$ 817,404.75	
CURRENT GENERAL FUND BALANCE	\$ 238,008.90	\$ 1,072,405.31	

CAPITAL IMPROVEMENT FUND

2020 Carry-Over Balance		\$ 204,531.56	
2021 Revenues	\$ -	\$ -	\$ 50,000.00
2021 Expenses	\$ -	\$ -	\$ 100,000.00
CURRENT CAP IMP.FUND BALANCE	\$ -	\$ 204,531.56	

CONVENTION CENTER DEBT FUND

2020 Carryover		\$ 289,932.71	
Income			
Innkeepers Tax	\$ 43,000.00	\$ 43,000.00	\$ 516,000.00
Net Rental Income	\$ -	\$ 57,017.47	\$ 120,000.00
Total Income	\$ 43,000.00	\$ 100,017.47	\$ 636,000.00
Expenses			
Loan Payments	\$ 113,172.00	\$ 113,172.00	\$ 636,000.00
Micellaneous	\$ -	\$ -	
Total Expenses	\$ 113,172.00	\$ 113,172.00	\$ 636,000.00
CURRENT CONV. CTR DEBT FUND	\$ (70,172.00)	\$ 276,778.18	

Convention & Visitors Commission of Monroe County, Inc.
Financial Summary
Monroe County Auditor's Office
7/30/2021

General Fund Status

	Monthly	Y-T-D	Budget
2020 Carry-Over Balance		\$957,831.34	

2021 Room Tax Receipts	\$ 208,117.26	\$ 1,140,095.98	
Less:			
2021 Transfer to Debt Service Fund	\$ 43,000.00	\$ 86,000.00	\$ 516,000.00
2021 Transfer to Cap. Imp. Maint. Fund	\$ -	\$ -	\$ 50,000.00
2021 Conv. & Visitors Bureau Claim Dist.	\$ 405,947.50	\$ 1,014,868.75	\$ 1,623,790.00
2021 Commissioners Expense	\$ -	\$ -	\$ 100,000.00
2021 Auditing/Legal Fees/Prof.	\$ 147.50	\$ 295.00	\$ 2,500.00
2021 Insurance	\$ -	\$ -	\$ -
2021 Maintenance	\$ -	\$ -	\$ -
2021 Downtown Bloomington Inc.	\$ 82,668.00	\$ 248,004.00	\$ 330,674.00
Total Expenses	\$ 531,763.00	\$ 1,349,167.75	
CURRENT GENERAL FUND BALANCE	\$ (531,763.00)	\$748,759.57	

Capital Improvement Fund

2020 Carry-Over Balance		204531.56	
2021 Revenues	\$ -	\$ -	\$ 50,000.00
2021 Expenses	\$ -	\$ -	\$ 100,000.00
CURRENT CAP IMP.FUND BALANCE	\$ -	\$ 204,531.56	

CONVENTION CENTER DEBT FUND

2020 Carry-Over Balance		289932.71	
Income			
Innkeepers Tax	\$43,000.00	\$86,000.00	\$516,000.00
Net Rental Income	\$10,124.17	\$67,141.64	\$120,000.00
Total Income	\$ 53,124.17	\$153,141.64	
Expenses			
Loan Payments	\$0.00	\$113,172.00	\$636,000.00
Miscellaneous	\$ -	\$ -	
Total Expenses	\$0.00	\$113,172.00	
CURRENT CONV. CTR DEBT FUND	\$ 53,124.17	\$329,902.35	

Convention & Visitors Commission of Monroe County, Inc.
Financial Summary
Monroe County Auditor's Office
8/31/2021

General Fund Status

	Monthly	Y-T-D	Budget
2020 Carry-Over Balance		\$957,831.34	

2021 Room Tax Receipts	\$ 198,622.43	\$ 1,338,718.41	
Less:			
2021 Transfer to Debt Service Fund	\$ 43,000.00	\$ 129,000.00	\$ 516,000.00
2021 Transfer to Cap. Imp. Maint. Fund	\$ -	\$ -	\$ 50,000.00
2021 Conv. & Visitors Bureau Claim Dist.	\$ -	\$ 1,014,868.75	\$ 1,623,790.00
2021 Commissioners Expense	\$ -	\$ -	\$ 100,000.00
2021 Auditing/Legal Fees/Prof.	\$ -	\$ 295.00	\$ 2,500.00
2021 Insurance	\$ -	\$ -	\$ -
2021 Maintenance	\$ -	\$ -	\$ -
2021 Downtown Bloomington Inc.	\$ -	\$ 248,004.00	\$ 330,674.00
Total Expenses	\$ 43,000.00	\$ 1,392,167.75	
CURRENT GENERAL FUND BALANCE	\$ (43,000.00)	\$904,382.00	

Capital Improvement Fund

2020 Carry-Over Balance		204531.56	
2021 Revenues	\$ -	\$ -	\$ 50,000.00
2021 Expenses	\$ -	\$ -	\$ 100,000.00
CURRENT CAP IMP.FUND BALANCE	\$ -	\$ 204,531.56	

CONVENTION CENTER DEBT FUND

2020 Carry-Over Balance		289932.71	
Income			
Innkeepers Tax	\$43,000.00	\$129,000.00	\$516,000.00
Net Rental Income	\$14,365.67	\$81,507.31	\$120,000.00
Total Income	\$ 57,365.67	\$210,507.31	
Expenses			
Loan Payments	\$0.00	\$113,172.00	\$636,000.00
Miscellaneous	\$ -	\$ -	
Total Expenses	\$0.00	\$113,172.00	
CURRENT CONV. CTR DEBT FUND	\$ 57,365.67	\$387,268.02	

BLOOMINGTON/MONROE COUNTY, INDIANA - ROOM TAX RECEIPTS

	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
January	\$164,172.00	\$109,771.81	\$165,438.58	\$159,767.29	\$207,588.43	\$121,488.43	\$105,704.44
February	\$94,241.16	\$131,276.44	\$117,813.11	\$119,782.45	\$135,795.31	\$168,802.23	\$83,601.33
March	\$151,474.16	\$148,976.20	\$196,508.03	\$185,823.93	\$179,149.61	\$227,850.92	\$140,641.26
April	\$157,072.97	\$200,223.74	\$184,197.56	\$165,439.41	\$219,725.05	\$122,870.19	\$146,743.26
May	\$215,138.36	\$204,684.03	\$195,208.17	\$233,711.22	\$185,625.86	\$56,671.07	\$174,457.18
June	\$212,194.37	\$254,889.45	\$272,995.68	\$291,816.10	\$288,525.41	\$48,541.44	\$281,008.90
July	\$276,759.50	\$224,948.98	\$223,501.08	\$237,716.06	\$258,384.12	\$105,223.52	\$208,117.26
August	\$278,162.90	\$243,021.31	\$283,422.49	\$239,968.30	\$215,724.12	\$131,733.14	\$198,622.43
September	\$271,335.38	\$283,533.46	\$301,396.30	\$306,264.54	\$296,945.75	\$223,531.17	\$-
October	\$232,094.14	\$257,842.29	\$272,865.78	\$303,323.96	\$315,091.95	\$173,999.97	\$-
November	\$144,504.90	\$289,664.08	\$266,703.34	\$241,513.05	\$212,171.19	\$132,546.23	\$-
December	\$326,365.64	\$149,928.22	\$144,788.90	\$216,032.27	\$328,209.65	\$113,555.53	\$-
TOTALS	\$2,523,515.48	\$2,498,760.01	\$2,624,839.02	\$2,701,158.58	\$2,842,936.45	\$1,626,813.84	\$1,338,896.06

Prior Year-to-Date **983,180.94**

% Change from Prior Year-To-Date **0.36**

Convention Visit. Com

100

494

Invoice Number	Invoice Date	DETAILED Description (Invoice & Packing Slip Must be Attached)	Fund-Account-Location	Qty	Unit Price	Total
C042021	9/10/2021	Convention Services	1127 38129.000.0000	1	\$82,668.00	\$82,668.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
TOTAL:						\$82,668.00

I hereby certify that the attached invoice(s) or bill(s) is (are) true and correct and that the materials or services itemed thereon for which change is made and were ordered and received.

File Stamp

Controller

Printed Name

Title

Signature

Grant Administrator Signature

I hereby certify that the attached invoice(s) or bill(s) is (are) true and correct and I have audited same in accordance with IC 5-11-10-2

Date:

Monroe County Auditor

ACCOUNTS PAYABLE VOUCHER

Vendor:

Regions Bank

Corporate Trust Services

8182 Maryland Ave 12th Floor

Clayton., MO 63105

Department Name:

Convention Center

Grant Funds

(Pre-Fund or Reimb)

Warrant Number:

P.O. Number:

Claim Number:

Vendor Number:

10908

An invoice or bill to be properly itemized must show kind of service, where performed, dates service rendered, by whom, rates per day, number of hours, rate per hour, number of units, price per unit, etc.

[illegible]

I hereby certify that the attached invoice(s) or bill(s) is (are) true and correct and that the materials or services (itemed hereon for which charge is made and were ordered and received

File Stamp

Date: 9/10/2021

Joan Snapp

Printed Name _____

Controller	Title
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Title

Signature _____

Grant Administrator Signature

I hereby certify that the attached invoice(s) or bill(s) is (are) true and correct and I have audited same in accordance with IC 5-1-10-2.

Date:

Monroe County Auditor

REGIONS
CORPORATE TRUST

INVOICE

8182 Maryland Avenue, 12th Floor
Clayton, MO 63105
Phone (314) 615-3588

Date: August 17, 2021
Relationship Consultant: Kerry A. McFarland
Bond Issue #: 7626 & 7628
Addvantage Account: 5480005610
Invoice #: R420217626

Monroe County Convention Center
Ms. Talisha Coppock
302 South College Avenue
Bloomington, Indiana 47403

Email to:

Re: Monroe County Convention Center Building Corporation Taxable
First Mortgage Note of 2016, Series A & B

Quarterly Installment of Rent Due: October 1, 2021

DESCRIPTION	AMOUNT
Quarterly Installment of Rent Due for BI #7626 & 7628	159,000.00
TOTAL	\$ 159,000.00

If you intend to transfer Federal Funds VIA Federal Reserve Bank Wire Transfer System, please direct your transfer using the instructions shown below no later than one (1) Business day prior to due date:

Wells Fargo Bank
ABA #121000248
Credit: SEI PRIVATE TR CO ACF REGIONS
A/C#: 2020050839788
F/F/C: CID5480005610 - Monroe County Convention Center 2016A/B
Attn: Kerry A. McFarland, 314-615-3588

If you intend to transfer Funds via ACH, please direct your transfer to the instructions shown below no later than three business days prior to payment date:

Wells Fargo Bank
ABA #026012881
FOR CREDIT TO: A/C #2020050839788, SEI Private TR CO ACF Regions Bank
F/F/C: CID5480005610 - Monroe County Convention Center 2016A/B
Attn: Kerry A. McFarland, 314-615-3588

If you intend to pay by check, it must arrive in our office no less than five (5) Business days prior to due date:

Regions Bank
Attn: Corporate Trust Services
8182 Maryland Avenue, 12th Floor
Clayton, MO 63105

For questions, please contact Kerry McFarland at (314) 615-3588

Invoice

Date	7/23/2021
Invoice #	202063

Groomer Construction Inc.
6535 W. Ison Rd.
Bloomington, IN 47403

Bill To	Monroe Co Convention Center 302 S. College Ave Bloomington, IN 47404
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P.O. No.	Terms	Project
	Due on receipt	202063

Quantity	Description	Rate	Amount
	Remove existing curb and sidewalk to install new ADA compliant ramp on southside of convention center approx 2 ADA compliant ramps Approx 5 x 20 Remove existing entry way at west main entry adjacent to parking lot and install new ADA Compliant entry and ADA handicap ramp approx 20 x 22	13,000.00	13,000.00
Total			\$13,000.00

Thank you for your business.

Conv. & Visitor Bureau

349

Monroe County Auditor

Invoice

Invoice Date
9/9/21

Customer ID:
TRE

Subtotal	405,947.50
Sales Tax	
Total Invoice Amount	405,947.50
Payment/Credit Applied	
TOTAL	405,947.50

ACCOUNTS PAYABLE VOUCHER

Vendor:

Marcia Roach
3975 S Bushmill Dr.
Bloomington, IN 47403

Grant Funds

(Pre-Fund or Reimb)

Department Name:

CVC

Warrant Number:

P.O. Number:

Claim Number:

Vendor Number:

11151

An invoice or bill to be properly itemized must show kind of service, where performed, dates service rendered, by whom, rates per day, number of hours, rate per hour, number of units, price per unit, etc.

[illegible]

I hereby certify that the attached invoice(s) or bill(s) is (are) true and correct and that the materials or services itemed thereon for which charge is made and were ordered and received.

File Stamp

Date: 9/9/2021

Michael Campbell

President

Printed Name _____

Title

Signature

Grant Administrator Signature

I hereby certify that the attached invoice(s) or bill(s) is (are) true and correct and I have audited same in accordance with IC 5-1-1-10-2

Date:

Monroe County Auditor

Invoice No. CVC 2021-3

Customer

Date	9/9/2021
PO No.	11152

SubTotal	\$147.50
Shipping & Handling	\$0.00
Taxes	
TOTAL	\$147.50

Thank You