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2 **BILL NO. R-17-11-14**

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RESOLUTION NO. R-\_\_\_\_\_

A RESOLUTION of the Common Council of the City of Fort Wayne, Indiana, approving the proposed budget of the ALLEN COUNTY FORT WAYNE CAPITAL IMPROVEMENT BOARD OF MANAGERS and VISIT FORT WAYNE for the year 2018.

WHEREAS, the Allen County Fort Wayne Capital Improvement Board of and Visit Fort Wayne have prepared and submitted to this body proposed budgets for the calendar year 2018, in accordance with the provisions of I.C. 36-10-8-8, which budgets this body finds to be proper and acceptable.

**NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF FORT WAYNE, INDIANA:**

SECTION 1. That the proposed budget of the Allen County Fort Wayne Capital Improvement Board of Managers and Visit Fort Wayne for the calendar year 2018, as submitted to this Council on November 28, 2017 be and the same are hereby approved.

SECTION 2. That this Resolution shall be in full force and effect from and after its passage and any and all necessary approval by the Mayor.

\_\_\_\_\_  
Council Member

APPROVED AS TO FORM AND LEGALITY

\_\_\_\_\_  
Carol Helton, City Attorney

**ALLEN COUNTY FORT WAYNE CAPITAL IMPROVEMENT BOARD OF MANAGERS  
PROPOSED BUDGET FOR THE YEAR ENDING DECEMBER 31, 2018**

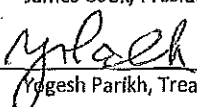
| <b>Grand Wayne Center Receipts</b>                            | <b>2017<br/>Projected</b> | <b>2018<br/>Budget</b> |
|---------------------------------------------------------------|---------------------------|------------------------|
| Room Tax (net to GWC) - Note A                                | 3,718,888                 | 3,811,860              |
| Building Revenue                                              | 882,394                   | 875,000                |
| Food and Beverage                                             | 493,963                   | 475,000                |
| Interest Income                                               | 26,575                    | 27,000                 |
| Transfer from PSCDA Capital Reserve Fund                      | 225,000                   | 225,000                |
| Other                                                         | 3,000                     | 3,000                  |
|                                                               | <u>5,349,820</u>          | <u>5,416,860</u>       |
| <b>Grand Wayne Center Disbursements</b>                       |                           |                        |
| Operating expenditures - see attached                         | 4,679,089                 | 4,921,357              |
| Redevelopment Pledge - Note C                                 | 250,000                   | 250,000                |
| Capital Outlay - Note E                                       | 567,358                   | 800,000                |
|                                                               | <u>5,496,447</u>          | <u>5,971,357</u>       |
| <b>Grand Wayne Center PSCDA Capital Reserve Fund Activity</b> |                           |                        |
| Beginning Balance                                             | 37,731                    | -                      |
| PSCDA Tax Collected - Note B                                  | 400,000                   | 400,000                |
| PSCDA Tax Redevelopment Commission Remittance - Note B        | (175,000)                 | (175,000)              |
| Transfer to general fund for capital outlay - Note E          | (262,731)                 | (225,000)              |
| PSCDA Capital Reserve Fund Balance                            | -                         | -                      |
| CIB Coordinator Stipend                                       |                           | (8,500)                |
| Grand Wayne Center Reserve Fund Balance                       | 4,866,514                 | 4,320,518              |
| <b>Capital Improvements Board Activity</b>                    |                           |                        |
| Food and Beverage tax reserve (restricted) - Note D           | 4,890,903                 | 5,037,630              |
| Interest Income                                               | 40,069                    | 49,458                 |
| Economic Development Disbursements                            | 4,841,539                 | 4,890,903              |

- Note A The 2017 total Room Tax is estimated at \$5,296,443 with approximately \$1,513,270 going to Visit Fort Wayne.
- Note B Monies from the PSCDA tax are pledged to the Fort Wayne Redevelopment Commission for bond repayment in the amount of \$175,000. Excess PSCDA tax monies are restricted to capital expenditures.
- Note C In July, 2007, the Fort Wayne Allen County Convention and Tourism Authority pledged \$2.5 million to the Fort Wayne Redevelopment Commission for the development of the Courtyard by Marriott Hotel and adjacent parking garage. It is to be distributed over a 10 (ten) year period beginning in 2011.
- Note D Pursuant to Indiana Code 6-9-33-8, Allen County Supplemental Food and Beverage Tax collected in excess of amounts necessary to fulfill pledge obligations existing as of January 1, 2009 of the Allen County War Memorial Coliseum will be transferred to the Allen County Fort Wayne Capital Improvements Board of Managers. The transferred funds must be held in reserve for at least 12 (twelve) months before they may be used to provide funding for capital improvements or economic development projects.
- Note E Total 2017 capital outlay will be funded from the Grand Wayne Center Reserve Fund Balance and PSCDA funds.

STATE OF INDIANA)  
COUNTY OF ALLEN)

James Cook and Yogesh Parikh, President and Treasurer respectively, of the Allen County Fort Wayne Capital Improvement Board of Managers, being first duly sworn, represent that at a meeting duly called, the Allen County Fort Wayne Capital Improvement Board of Managers approved the within budget for the Board for the year commencing January 1, 2018 and ending December 31, 2018.

  
James Cook, President

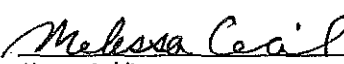
  
Yogesh Parikh, Treasurer



Subscribed and sworn before me, a Notary Public, in and said County and State, this

My Commission Expires:

6/30/2024

  
Notary Public

Resident of Allen County, Indiana

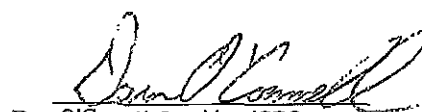
**Visit Fort Wayne  
2018 Budget**

|                                                           | 2017<br>Projected   | 2018<br>Budget      |
|-----------------------------------------------------------|---------------------|---------------------|
| <b>Revenues</b>                                           |                     |                     |
| Room Tax                                                  | \$ 1,522,600        | \$ 1,560,000        |
| Advertising - Print, Marketing, Program, Merchandise      | 295,560             | 293,455             |
| Promotional Participation                                 | 4,312               | -                   |
| Grant Income                                              | 20,572              | 20,000              |
| Investment & Other                                        | 18,405              | 17,336              |
| Gain on Disposal of Asset                                 | -                   | -                   |
| <b>Total Revenue</b>                                      | <b>\$ 1,861,450</b> | <b>\$ 1,890,791</b> |
| <b>Expenses</b>                                           |                     |                     |
| <b>Personnel Expenses</b>                                 |                     |                     |
| Salaries & Wages                                          | \$ 698,141          | \$ 749,976          |
| Employee Taxes                                            | 55,175              | 60,636              |
| Health Insurance & Benefits                               | 173,454             | 210,920             |
| Staff Training & Development                              | 10,184              | 16,675              |
|                                                           | <u>936,954</u>      | <u>1,038,207</u>    |
| <b>Direct Promotional Expenses</b>                        |                     |                     |
| Advertising, Printing, Promotions, Community Relations    | 389,308             | 396,867             |
| Information Services, Merch Giveaways, Retail Merchandise | 26,355              | 28,950              |
| Event Hosting Fees                                        | 16,705              | 22,150              |
| Internet Marketing                                        | 139,782             | 144,500             |
| Industry Partners                                         | 5,794               | 7,750               |
| Postage (90%)                                             | 29,812              | 30,285              |
| Research, Studies & Development                           | 21,100              | 23,500              |
| Information Program                                       | 15,333              | 10,900              |
| Telecommunications (25%)                                  | 2,451               | 2,405               |
| Travel & Entertainment                                    | 47,748              | 49,335              |
|                                                           | <u>694,389</u>      | <u>716,642</u>      |
| <b>Other Expenses</b>                                     |                     |                     |
| Bank Fees, Unexpected Expense, Bad Debt                   | 501                 | (200)               |
| Computer Services                                         | 32,044              | 37,240              |
| Depreciation and Amortization                             | 61,832              | 57,768              |
| Dues and Subscriptions                                    | 14,685              | 17,305              |
| Equipment & Computer Replacement                          | 6,196               | 3,900               |
| Furniture, Fixtures                                       | 1,836               | 1,500               |
| Insurance, Audit, Legal Fees, Payroll Processing          | 61,522              | 54,206              |
| Maintenance & Repair                                      | 3,108               | 3,324               |
| Meetings                                                  | 2,420               | 3,475               |
| Postage (10%)                                             | 3,312               | 3,365               |
| Rent                                                      | 79,182              | 80,986              |
| Supplies                                                  | 15,370              | 16,100              |
| Telecommunications (75%)                                  | 7,354               | 7,215               |
| Foundation                                                | 5,000               | -                   |
|                                                           | <u>294,362</u>      | <u>286,184</u>      |
| <b>Total Expenses</b>                                     | <b>1,925,705</b>    | <b>\$2,041,033</b>  |
| <b>Operating Change - Surplus (Deficit)</b>               | <b>\$ (64,256)</b>  | <b>\$ (150,242)</b> |
| <b>Reserve Funds</b>                                      | <b>\$ -</b>         | <b>\$ 150,242</b>   |
| <b>Net Change</b>                                         | <b>\$ -</b>         | <b>\$ (0)</b>       |

BE IT RESOLVED THIS DATE,  
Visit Fort Wayne Board of Directors officially adopted  
this budget for fiscal year 2018 on

WITNESS:

  
Mike Nutter, Board Chair

  
Dan O'Connell, President/CEO

## Diane Brown

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**From:** Doug Johnston <djohnston@tcrlaw.com>  
**Sent:** Friday, November 10, 2017 8:17 AM  
**To:** Diane Brown  
**Subject:** CIB Budget Approval and VFW Budget Approval

Good morning Diane,

It is time again for the annual budget approvals, and I wanted to touch base on the Ordinance preparation. I will forward both budgets shortly, and will review the ordinance when its ready. If I remember correctly, you are able to draft the Ordinance, and I simply give it a quick confirming look for both the CIB and VFW. Unfortunately, I missed the deadline for the City Clerk to get it to Council for this coming Tuesday, so I will be working on that to reset asap.

Thanks for your assistance,

Doug Johnston

|                                                                                                                              |                                                                                    |                                                                 |
|------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------|-----------------------------------------------------------------|
| <b>Douglas E. Johnston</b><br>Attorney at Law<br>tcrlaw.com<br>(260) 426-0545<br>djohnston@tcrlaw.com<br>Cell (260) 433-6857 |  | <b>Tourkow<br/>Crell<br/>Rosenblatt &amp;<br/>Johnston, LLP</b> |
|------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------|-----------------------------------------------------------------|

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