

**NOTICE OF PUBLIC MEETING**

**A meeting of the Monroe County Convention and Visitor's Commission will be held:**

**Date: Wednesday, September 21, 2022**

**Time: 12:00 noon.**

**Place: Hybrid: Convention Center, 302 S Collage Ave., Bloomington, IN**

**Zoom: Meeting information can be found on the following website:**

<https://monroecounty-in.zoom.us/j/88090715414?pwd=TzFhY2x0dE5vODV1aUpzSitDMWJXUT09>

<u>Journal</u>	)	
<u>H-T</u>	)	FYI
<u>WGCL</u>	)	
CATS TV	)	
B Square Beacon	)	
WFHB	)	

Posted this 19 day of September, 2022.

**Convention and Visitor's Commission of Monroe County**

**Public Meeting**

Wednesday, September 21, 2022 at 12:00noon

Convention Center, 302 S College Ave., Bloomington, IN

HYBRID MEETING IN PERSON and VIA ZOOM for PUBLIC

Meeting ID: 880 9071 5414

Password: 024689

<https://monroecounty-in.zoom.us/j/88090715414?pwd=TzFhY2x0dE5vODV1aUpzSitDMWJXUT09>

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 24, 2022 minutes
3. Commission Financial Report & Monthly collections report – June, July, Aug
4. Visit Bloomington report
5. Downtown Blgn't. Inc. report
6. Claims approval –
  - General Fund - Visit Blgn't - \$426,244.75
  - General Fund - M Roach \$147.50
  - General Fund – DBI - \$86,802.00
  - General Fund - DBI \$4296.00
  - Debt Fund – \$159,000.00
7. New Business
8. Old Business
9. Public comment
10. Adjournment

## **CONVENTION AND VISITORS COMMISSION**

Hybrid: In person and virtual

Convention Center, 302 Collage Ave., Bloomington, IN

12:00 pm  
June 24, 2022

### **Commission Members Present:**

Mike Campbell, Sean Hanlon, David Schaum and Peter Iversen

### **Staff Members Present:**

CVB – Mike McAfee and Marcia Roach

DBI – Talisha Coppock and Joan Snapp

Guest: none

Commissioner Mike Campbell called the meeting to order at 12:00 p.m.

### **Approval of Minutes:**

Commissioner Michael Campbell asked if everyone had a chance to review the March 3, 2022 meeting minutes and were there any questions. There were no questions or comments. Sean Hanlon motioned to approve the minutes seconded by Peter Iversen.

Roll call to approve March 3, 2022 minutes as presented: Michael Campbell-Yes, Sean Hanlon-Yes, David Schaum-Yes, Peter Iversen-Yes

### **Financial Report:**

President Mike Campbell reviewed the May, 2022 financial summary and monthly collections report noting that there were sufficient funds to cover the claims to be presented. He commented May collections were the highest collections of any month to date and 2022 collections were out pacing 2019 collections which had set a record. David Schaum said it appeared that IU was the driving force behind the collections. Mike Campbell said that yes, IU was a major player especially with their athletic facilities. Mike said since revenues were out pacing 2019 revenues, he was inclined towards at least a 5% budget increase for Visit Bloomington and DBI.

Mike asked if there were any more questions or comments and there were none. David Schaum motioned to approve the financial report seconded by Sean Hanlon. Roll call to approve the financials: Michael Campbell-Yes, Sean Hanlon-Yes, David Schaum-Yes, Peter Iversen-Yes

### **VB Report:**

Mike McAfee thanked the commissioners and community partners for their efforts made through the pandemic and stepping up to ensure the viability of the community while working with reduced staff. He said the VB convention sales manager, Shaun Ballard, had attended a number of conventions and presently had 24 leads and new business was up from 2021. He did say that due to the small size of the convention center we were losing out on larger groups.

Leisure marketing was doing very well with increased digital traffic and a summer marketing campaign. Visit Bloomington increased its radio marketing. Current promotions and events include IU freshman orientation, June limestone month, golden ticket give-away and name image likeness campaign in which

IU athletics are involved with social media campaigns promoting the community. He said sports aquatics and track and field events have contributed much to summer business. David Schaum asked how much economic impact was lost due to lack of space. Mike McAfee said it was substantial and he would forward information on the subject.

**DBI report:**

Talisha Coppock commented that the Convention Center was a member of Gallery Walk and brought attention to the artist's photography in the room. Clash was a new gallery in town and was now a part of Gallery Walk. She said convention center bookings were starting to stabilize and included a USA gymnastics award ceremony and A Step Above gymnastics business holding workshops at the convention center.

She said currently they are at 75-80% capacity and the autumn is at 90%. Talisha said the convention center can accommodate groups of 150-300 attendees and the size of the group determines which groups they can accommodate. David asked if the Convention Center budget was included in the packet and the answer is no. Mike explained that the CVC budget is designated for Visit Bloomington and Downtown Bloomington Inc. and not the entire convention center budget. He explained that Talisha had two budgets, one for the CVC and one for the county.

**Claims Approval:**

**General Fund:**

\$426,244.75 – VB 3<sup>rd</sup> Qtr. 2022 operational funds. Mike asked if there were any questions or comments. There were none. Sean Hanlon motioned to approve seconded by David Schaum.

Roll call to approve the motion: Mike Campbell-Yes, Sean Hanlon-Yes, David Schaum - Yes, Peter Iversen-Yes.

\$147.50 - Marcia Roach 2nd Qtr. 2022 Prof fees. Mike asked if there were any questions or comments. There were none. Sean Hanlon motioned to approve seconded by Peter Iversen. Roll call to approve the motion: Mike Campbell-Yes, Sean Hanlon-Yes, David Schaum-Yes, Peter Iversen-Yes.

\$86802.00 – DBI 3rd Qtr. 2022 operational funds. Mike asked if there were any questions or comments. There were none. Sean Hanlon motioned to approve seconded by David Schaum.

Roll call to approve the motion: Mike Campbell-Yes, Sean Hanlon-Yes, David Schaum-Yes, Peter Iversen-Yes.

\$3832.00 – DBI incentive. Mike Campbell asked if there were any questions or comments. There were none. Sean Hanlon motioned to approve seconded by David Schaum. Roll call to approve the motion: Mike Campbell-Yes, Sean Hanlon-Yes, David Schaum-Yes, Peter Iversen-Yes.

**Capital Improvement Fund**

\$6030.00 – VB Building repair-2855 N Walnut Ave. Mike asked if there were any questions or comments. There were none. Sean Hanlon motioned to approve seconded by David Schaum.

Roll call to approve the motion: Mike Campbell-Yes, Sean Hanlon-Yes, David Schaum-Yes, Peter Iversen-Yes.

**Debt Fund:**

\$159,000.00 -3rd qtr. 2022 Regions Bank loan payment. Mike asked if there were any questions or comments. There were none. Sean Hanlon motioned to approve seconded by David Schaum.

Roll call to approve the motion: Mike Campbell-Yes, Sean Hanlon-Yes, David Schaum-Yes, Peter Iversen-Yes.

**New Business:**

Mike Campbell presented the 2023 CVC budget numbers with a 5%, 8% and 10% VB and DBI budget increase. Mike also proposed an increase in the commissioner's expense line from \$75,000 to \$150,000. He explained that he would like the CVC to be in a position to assist with any expenses in addressing the convention center expansion talks. Peter Iversen called a point of order with respect to the budget and Mike Campbell explained that whatever budget was approved by the CVC commissioners would then be presented to county council for approval during their budget process. After discussion, Mike Campbell proposed a 5% increase in the VB and DBI budgets along with \$150,000 in the commissioner's expense line item. The other line items in each fund would stay the same as the previous year.

Mike asked if there were any questions or comments. There were none. Sean Hanlon motioned to approve seconded by David Schaum. Roll call to approve the motion: Mike Campbell-Yes, Sean Hanlon-Yes, David Schaum-Yes, Peter Iversen-Yes.

**Public comments:**

**None**

**Old Business:**

David Schaum asked about the progression of the convention center expansion talks between the county and city. Mike Campbell confirmed that meetings have been had and he was in attendance to some of them. He said the Chamber of Commerce was supportive of the expansion and progress had been made but nothing definitive at this time.

The meeting was adjourned at 1:00 p.m.

Respectfully Submitted,

Marcia Roach  
Acting Secretary

CONVENTION & VISITORS COMMISSION OF MONROE COUNTY, INC.  
 Financial Summary  
 Monroe County Auditor's Office  
 August 31, 2022

**GENERAL FUND STATUS**

	Monthly		Y-T-D	Budget
2021 Carry-Over Balance		\$	1,581,067.18	
****				
2022 Room Tax Receipts	\$ 356,232.10	\$	2,157,948.39	
Less:		\$	-	
2022 Transfer to Debt Service Fund	\$ 43,000.00	\$	344,000.00	\$ 516,000.00
2022 Transfer to Cap. Imp. Maint. Fund	\$ 4,166.66	\$	33,333.28	\$ 50,000.00
2022 Conv. & Visitors Bureau Claim Dist.	\$ -	\$	1,278,734.25	\$ 1,704,979.00
2022 Commissioners Expense	\$ -	\$	7,705.00	\$ 75,000.00
2022 Auditing/Legal Fees/Prof.	\$ -	\$	442.50	\$ 2,500.00
2022 Insurance	\$ -	\$	-	\$ -
2022 Maintenance	\$ -	\$	-	\$ -
2022 Downtown Bloomington Inc.	\$ -	\$	260,406.00	\$ 347,208.00
Total Expenses	\$ 47,166.66	\$	1,924,621.03	
CURRENT GENERAL FUND BALANCE	\$ 309,065.44	\$	1,814,394.54	

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**CAPITAL IMPROVEMENT FUND**

2021 Carry-Over Balance		\$	184,671.56	
2022 Revenues	\$ 4,166.66	\$	33,333.28	\$ 50,000.00
2022 Expenses	\$ -	\$	6,030.00	\$ 100,000.00
CURRENT CAP IMP.FUND BALANCE	\$ 4,166.66	\$	211,974.84	

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**CONVENTION CENTER DEBT FUND**

2021 Carryover Income		\$	270,563.69	
Innkeepers Tax	\$ 43,000.00		344,000.00	\$ 516,000.00
Net Rental Income	\$ 52,800.00	\$	118,043.11	\$ 120,000.00
Total Income	\$ 95,800.00	\$	462,043.11	\$ 636,000.00
Expenses				
Loan Payments	\$ -		318,000.00	\$ 636,000.00
Micellaneous	\$ -	\$	-	
Total Expenses	\$ -	\$	318,000.00	\$ 636,000.00
CURRENT CONV. CTR DEBT FUND	\$ 95,800.00	\$	414,606.80	

CONVENTION & VISITORS COMMISSION OF MONROE COUNTY, INC.  
 Financial Summary  
 Monroe County Auditor's Office  
 July 31, 2022

**GENERAL FUND STATUS**

	Monthly	Y-T-D	Budget
2021 Carry-Over Balance		\$ 1,581,067.18	
****			
2022 Room Tax Receipts	\$ 304,380.60	\$ 1,801,716.29	
Less:		\$ -	
2022 Transfer to Debt Service Fund	\$ 43,000.00	\$ 301,000.00	\$ 516,000.00
2022 Transfer to Cap. Imp. Maint. Fund	\$ 4,166.66	\$ 29,166.62	\$ 50,000.00
2022 Conv. & Visitors Bureau Claim Dist.	\$ -	\$ 1,278,734.25	\$ 1,704,979.00
2022 Commissioners Expense	\$ -	\$ 7,705.00	\$ 75,000.00
2022 Auditing/Legal Fees/Prof.	\$ -	\$ 442.50	\$ 2,500.00
2022 Insurance	\$ -	\$ -	\$ -
2022 Maintenance	\$ -	\$ -	\$ -
2022 Downtown Bloomington Inc.	\$ -	\$ 260,406.00	\$ 347,208.00
Total Expenses	\$ 47,166.66	\$ 1,877,454.37	
<b>CURRENT GENERAL FUND BALANCE</b>	<b>\$ 257,213.94</b>	<b>\$ 1,505,329.10</b>	

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**CAPITAL IMPROVEMENT FUND**

2021 Carry-Over Balance		\$ 184,671.56	
2022 Revenues	\$ 4,166.66	\$ 29,166.62	\$ 50,000.00
2022 Expenses	\$ -	\$ 6,030.00	\$ 100,000.00
<b>CURRENT CAP IMP.FUND BALANCE</b>	<b>\$ 4,166.66</b>	<b>\$ 207,808.18</b>	

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**CONVENTION CENTER DEBT FUND**

2021 Carryover Income		\$ 270,563.69	
Innkeepers Tax	\$ 43,000.00	\$ 301,000.00	\$ 516,000.00
Net Rental Income	\$ 46,785.51	\$ 65,243.11	\$ 120,000.00
Total Income	\$ 89,785.51	\$ 366,243.11	\$ 636,000.00
Expenses			
Loan Payments	\$ -	\$ 318,000.00	\$ 636,000.00
Micellaneous	\$ -	\$ -	
Total Expenses	\$ -	\$ 318,000.00	\$ 636,000.00
<b>CURRENT CONV. CTR DEBT FUND</b>	<b>\$ 89,785.51</b>	<b>\$ 318,806.80</b>	

CONVENTION & VISITORS COMMISSION OF MONROE COUNTY, INC.  
 Financial Summary  
 Monroe County Auditor's Office  
 June 30, 2022

**GENERAL FUND STATUS**

	Monthly		Y-T-D	Budget
2021 Carry-Over Balance		\$	1,581,067.18	
****				
2022 Room Tax Receipts	\$ 412,915.79	\$	1,497,335.69	
Less:		\$	-	
2022 Transfer to Debt Service Fund	\$ 43,000.00	\$	258,000.00	\$ 516,000.00
2022 Transfer to Cap. Imp. Maint. Fund	\$ 4,166.66	\$	24,999.96	\$ 50,000.00
2022 Conv. & Visitors Bureau Claim Dist.	\$ 426,244.75	\$	1,278,734.25	\$ 1,704,979.00
2022 Commissioners Expense	\$ 3,832.00	\$	7,705.00	\$ 75,000.00
2022 Auditing/Legal Fees/Prof.	\$ 147.50	\$	442.50	\$ 2,500.00
2022 Insurance	\$ -	\$	-	\$ -
2022 Maintenance	\$ -	\$	-	\$ -
2022 Downtown Bloomington Inc.	\$ 86,802.00	\$	260,406.00	\$ 347,208.00
Total Expenses	\$ 564,192.91	\$	1,830,287.71	
 CURRENT GENERAL FUND BALANCE	 \$ (151,277.12)	 \$	 1,248,115.16	

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**CAPITAL IMPROVEMENT FUND**

2021 Carry-Over Balance		\$	184,671.56	
2022 Revenues	\$ 4,166.66	\$	24,999.96	\$ 50,000.00
2022 Expenses	\$ 6,030.00	\$	6,030.00	\$ 100,000.00
 CURRENT CAP IMP.FUND BALANCE	 \$ (1,863.34)	 \$	 203,641.52	

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**CONVENTION CENTER DEBT FUND**

2021 Carryover		\$	270,563.69	
Income				
Innkeepers Tax	\$ 43,000.00		258,000.00	\$ 516,000.00
Net Rental Income	\$ -	\$	18,457.60	\$ 120,000.00
Total Income	\$ 43,000.00	\$	276,457.60	\$ 636,000.00
Expenses				
Loan Payments	\$ 159,000.00		318,000.00	\$ 636,000.00
Miscellaneous	\$ -	\$	-	
Total Expenses	\$ 159,000.00	\$	318,000.00	\$ 636,000.00
 CURRENT CONV. CTR DEBT FUND	 \$ (116,000.00)	 \$	 229,021.29	



BLOOMINGTON/MONROE COUNTY, INDIANA - ROOM TAX RECEIPTS

	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>
January	\$109,771.81	\$165,438.58	\$159,767.29	\$207,588.43	\$121,488.43	\$105,704.44	\$198,154.14
February	\$131,276.44	\$117,813.11	\$119,782.45	\$135,795.31	\$168,802.23	\$83,601.33	\$103,195.03
March	\$148,976.20	\$196,508.03	\$185,823.93	\$179,149.61	\$227,850.92	\$140,641.26	\$244,969.47
April	\$200,223.74	\$184,197.56	\$165,439.41	\$219,725.05	\$122,870.19	\$146,743.26	\$236,827.34
May	\$204,684.03	\$195,208.17	\$233,711.22	\$185,625.86	\$56,671.07	\$174,457.18	\$301,273.92
June	\$254,889.45	\$272,995.68	\$291,816.10	\$288,525.41	\$48,541.44	\$281,008.90	\$412,915.79
July	\$224,948.98	\$223,501.08	\$237,716.06	\$258,384.12	\$105,223.52	\$208,117.26	\$304,380.60
August	\$243,021.31	\$283,422.49	\$239,968.30	\$215,724.12	\$131,733.14	\$198,622.43	\$356,232.10
September	\$283,533.46	\$301,396.30	\$306,264.54	\$296,945.75	\$223,531.17	\$382,923.26	
October	\$257,842.29	\$272,865.78	\$303,323.96	\$315,091.95	\$173,999.97	\$352,178.44	
November	\$289,664.08	\$266,703.34	\$241,513.05	\$212,171.19	\$132,546.23	\$330,971.93	
December	\$149,928.22	\$144,788.90	\$216,032.27	\$328,209.65	\$113,555.53	\$271,374.55	
<b>TOTALS</b>	<b>\$2,498,760.01</b>	<b>\$2,624,839.02</b>	<b>\$2,701,158.58</b>	<b>\$2,842,936.45</b>	<b>\$1,626,813.84</b>	<b>\$2,676,344.24</b>	<b>\$2,157,948.39</b>

Prior Year-to-Date \$1,338,896.06  
 % Change from Prior Year-To-Date 0.61

**ACCOUNTS PAYABLE VOUCHER**

Vendor: The Convention and Visitors Bureau of Monroe County  
 2855 N. Walnut Street  
 Bloomington, IN 47404

Department Name: Conv. & Visitor Bureau  
 Grant Funds: (Pre-Fund or Reimb)  
 Warrant Number: \_\_\_\_\_  
 P.O. Number: \_\_\_\_\_  
 Claim Number: \_\_\_\_\_  
 Vendor Number: 349

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.

Invoice Number	Invoice Date	DETAILED Description (Invoice & Packing Slip Must be Attached)	Fund-Account-Location	Qty	Unit Price	Total
4535	9/12/2022	4th Qtr 2022 Operational Funds	1127.38127.000.0000	1	\$426,244.75	\$426,244.75
						\$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
<b>TOTAL:</b>						<b>\$426,244.75</b>

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.

Date: 9/12/2022 Michael McAfee Exec. Director

Printed Name: Michael McAfee  
 Signature: 

Grant Administrator Signature

File Stamp

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

2855 N. Walnut St.  
 Bloomington, IN 47404

# Invoice

Sold To:  
 TREASURER OF MONROE COUNTY

Invoice Number **4535**  
 Invoice Date Sep 12, 2022

Customer ID	Customer PO	Payment Terms	
TRE		Net 30 Days	
Sales Rep	Shipping Method	Ship Date	Due Date
	None		10/12/22

Quantity	Item	Description	Unit Price	Extension
		3rd Quarter operatinal funds		426,244.75

Subtotal 426,244.75  
 Sales Tax  
 Total Invoice Amt. 426,244.75  
 Pmt/Credit Applied  
**TOTAL \$426,244.75**

Check/Credit Memo No

**Please Remit To:**  
**Convention & Visitors Bureau**  
**2855 N. Walnut Street**  
**Bloomington, IN 47404**

**ACCOUNTS PAYABLE VOUCHER**

Vendor: Marcia Roach

3975 S Bushmill Dr.

Bloomington, IN 47403

Department Name: \_\_\_\_\_

CVC \_\_\_\_\_

Grant Funds

Warrant Number: \_\_\_\_\_

P.O. Number: \_\_\_\_\_

Claim Number: \_\_\_\_\_

Vendor Number: \_\_\_\_\_

(Pre-Fund or Reimb)

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.

Invoice Number	Invoice Date	DETAILED Description (Invoice & Packing Slip Must be Attached)	Fund-Account-Location	Qty	Unit Price	Total
CVC 2022-3	9/12/2022	3rd Qtr Professional fees	1127.30013.000.0000	1	\$147.50	\$147.50
<b>TOTAL:</b>						<b>\$147.50</b>

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: 9/13/2022 Michael Campbell

Printed Name

Title

President

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

Marcia Roach  
3975 S. Bushmill Drive  
Bloomington, IN 47403

Invoice No. CVC 2022-3

# INVOICE

### Customer

Name Convention and Visitors Commission  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_  
Phone \_\_\_\_\_

Date 9/12/2022  
PO No. 11152

Qty	Description		TOTAL
1	3rd Qtr - Professional Services	\$147.50	\$147.50

### Payment Details

- 
- 
- 

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

SubTotal	\$147.50
Shipping & Handling	\$0.00
Taxes	
<b>TOTAL</b>	<b>\$147.50</b>

Office Use Only

Vendor # 11151 TID:304-60-3214

Thank You





**REGIONS**  
CORPORATE TRUST

**INVOICE**

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

**Date:** August 16, 2022  
**Relationship Consultant:** Kerry A. McFarland  
**Bond Issue #:** 7626 & 7628  
**Advantage Account:** 5480005610  
**Invoice #:** R420217626

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

Email to:  
tcoppock@bloomingtonconvention.com

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

**Quarterly Installment of Rent Due:** October 1, 2022

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

**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**



**ACCOUNTS PAYABLE VOUCHER**

Department Name:

Conv Visitor Commis

302 S. College Ave

Proportionation IN 47403

Grant Funds	P.O. Number:
1766-Fund of Receipt	Claims Number:
	Vendor Number:

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.

Invoice Number	Invoice Date	DETAILED Description (Invoice & Packing Slip Must be Attached)	Fund-Account-Location	Qty	Unit Price	Total
C092022	9/12/2022	Room Rental Incentives	1127.38128-000-0000	1	\$4,296.00	\$4,296.00
<b>TOTAL:</b>						<b>\$4,296.00</b>

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.

Date: 9/12/2022

Joan Snapp  
 Printed Name

Controller

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

File Stamp

Date	Organization	Purpose	Attendees	New	Slower	Sum-Thur	100+	Multiple	Economic	Criteria	MCC	Room	Request
2022					Time	overnights	overnight	hotels	impact	Met	Discount		ment
						rooms	rooms	rooms	greater	than \$10K			
6/24-25/22	Assocn of IN Counties	Training	120		yes		50		17,760	3	600	300	
7/26-28/22	Alliance of IN Rural Water	Leadership Summit	140		yes	yes	124		20,720	4	4000	868	
8/2-4/22	Secretly Distribution	Label Summit	160		yes	yes	291	yes	35,520	5	3000	2328	
8/10-12/22	IN Hostage/Crisis Negotiators	Annual Conference	150	yes	yes	yes	100		33,300	5	2400	800	
												4296	

Group is new business and may possibly expand in the future.

The group is here at a historically slower time for the lodging community

(summer or November – February)

Overnight rooms are Sunday – Thursday

The groups consumes at least 100 overnight rooms.

Group utilizes multiple hotels

Group generates no less than \$10,000 in economic impact.

(\$74 per day per guest)

6 Criteria met = \$10 per room

5 Criteria met = \$8 per room

4 Criteria met = \$7 per room

3 Criteria met = \$6 per room

2 Criteria met = \$5 per room