



City of Loves Park, City of Rockford, City of South Beloit, County of Winnebago,
Village of Cherry Valley, Village of Machesney Park, Village of Rockton, Village of Roscoe;
Rockford Area Convention & Visitors Bureau, Rockford Park District

Meeting Agenda

May 16, 2017 1:30 p.m.

Mercyhealth Sportscore Two | 8800 E. Riverside Blvd. | Loves Park, IL 61111

1. Roll Call 1:30 p.m.
2. Welcome by Chairman Ian Linnabary 1:31 p.m.
3. Public Comment..... 1:35 p.m.
4. Consent Agenda 1:40 p.m.
 - A. Approval of November 1, 2016 Meeting Minutes
5. Reclaiming First Updates 1:50 p.m.
 - A. UW Health Sports Factory Operational Report – Danielle Potter
 - B. Mercy Sportscore 2 Project Update – Tim Dimke
6. Financial Update – Penny Christians 2:00 p.m.
 - A. Hotel Tax Receipts
 - B. Other contributions
7. Tournament Marketing Update –John Groh 2:10 p.m.
8. Other Board Discussion: issues, questions, etc. - All 2:20 p.m.
9. Executive Director’s Report – Tim Dimke 2:25 p.m.
10. Adjournment 2:35 p.m.

** Facility tour available at the close of the meeting **

Board Members: Mayor Dale Adams, Mayor Jim Claeysen, Chairman Frank Haney, RACVB Board Chair Bobbie Holzwarth, Mayor Steve Johnson, Mayor Greg Jury, Mayor David Krienke, RPD Board President Ian Linnabary, Mayor Tom McNamara, Mayor Ted Rehl,

Administration: Tim Dimke, John Groh, Paul Nicolosi, Greg Cox, Jennifer Johnson



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Village of Cherry Valley, Village of Machesney Park, Village of Rockton, Village of Roscoe;
Rockford Area Convention & Visitors Bureau, Rockford Park District

Meeting Minutes
Tuesday, November 1, 2016
UW Health Sports Factory | 305 S. Madison St. | Rockford, IL 61101

Call to Order

The regular meeting of the Winnebago County Tourism Facility Board was called to order by WCRTFB Executive Director Tim Dimke at 1:40 p.m.

Roll Call

Present: Mayor Dale Adams, Mayor Jerry Bolin, Chairman Scott Christiansen, Gino Galluzzo (Mayor Darryl Lindberg proxy,) John Groh (Rockford Area Convention & Visitors Bureau (RACVB) President Bobbie Holzworth proxy,) Mayor David Krienke, Mayor Ted Rehl, Mr. Matt Vitner (Mayor Morrissey proxy).

Absent: Mayor Jim Claeysen.

Welcome

Chairman Christiansen, and Mayors Lindberg and Morrissey (not running for re-election) were recognized for their service to the Board.

Public Comment

There were no guests who wished to address the Board.

Consent Agenda

Motion by Mr. Rehl, seconded by Mr. Bolin, that the Board **approve** the following items on the Consent Agenda:

- A. Approval of August 2, 2016 Meeting Minutes
- B. 2017 Regular Meeting Schedule

Approved 7-0-1 (96.5%) by voice vote.

Reclaiming First Project Updates

UWHealth Sports Factory General Manager Julius Rankins was introduced. Business Operations Manager Nancy Kaulzarich gave an update on facility attendance and 2017 bookings. The UWHealth Sports Factory is now sanctioned for volleyball. The facility will be closed for annual sealing of hardcourt flooring.

Mr. Vitner stated that there is not currently interest by the Illinois Department of Natural Resources in pursuing transfer of the ComEd dam.

Mr. Dimke described the Mercyhealth Mega Center Topping-Off Ceremony for those who did not attend. The facility is expected to open in May 2017 (ahead of schedule.) The next Board meeting will be held onsite to provide members a preview.

Financial Update: Hotel Tax Receipts and Projections

RPD Chief Financial Officer Penny Christians reported hotel tax receipts to date in 2016 total \$581,186. Five percent/\$45,116 was directed to the reserve account, and \$120,000 was paid to City of Rockford for the UW Health Sports Factory renovation. Collections are slightly under projections. Projections are short of the target, and payments have been made ontime.

Tournament Marketing Update

Mr. Groh shared that the RACVB and RPD are holding joint sales meetings to align and coordinate county-wide destination sales. National tournament prospects are reporting interest in the region specifically because of the quality of the Reclaiming First facilities. The region is short approximately 500 mid-tier hotel rooms to accommodate tourism demands. The City of Rockford is working with Cliffbreakers on updates and the Millenium Center boutique hotel will open in May 2017. He offered to work with any municipalities interested in exploring the addition of hotel rooms..

Mr. Vitner reported that the hotel prospect for the Amerock building is still working on funding.

Board Discussion

Mr. Christiansen reported that the International Women's Baseball League is relocating to Rockford adjacent to Beyer Stadium. They are brining a youth/teen girls tournament which the region should have a team playing in. He also suggested that the Forest Preserves of Winnebago County should be considered for tourism dollars once they become available to the Board to redirect.

Mr. Adams invited the Board to the ground breaking of the South Beloit Confluence, which has a transformative milestone for the City.

Executive Director's Report

No further report.

Motion by Mr. Krienke, seconded by Mr. Bolin that the Board **adjourn** at 2:22 p.m.
Approved 7-0-1 (96.5%) by voice vote.

Board Chairman Ian Linnabary

Recording Secretary Julia Halsted

BOARD APPROVED:

/jh

Winnebago County Regional Tourism Facility Board
Report of Hotel Tax Receipts and Projections
May 16, 2017

The attached report reflects the amount of hotel tax receipts by month, for 2014 - 2016 and year to date through May 2017. There is often variability in the expected amount for a month and the actual due to the timing of receipts from the hotels at the County. The receipt amounts between December and January fluctuates each year, indicating a difference in timing of collection. The projection for 2017 is based on the pattern of receipts from 2015 and 2016. The report also shows the projected amount utilized for calculation of the debt service coverage for the bonds, compared to actual receipts.

Secondly, also attached is a report of contributions and grants received through May 9, 2017 for the Sportscore II portion of the Reclaiming First project.

Finally, the bylaws require the annual audit of accounting for the WCRTFB. The Rockford Park District's audit was performed in the latter part of February and the schedules from the audit relating to the Fiduciary fund for the WCRTFB are attached to this report. A full copy of the Rockford Park District Comprehensive Annual Financial Report is available on the District's Website

Submitted By:

Penny Christians
CFO, Rockford Park District

**Winnebago County Regional Tourism Facility Board
Hotel/Motel Tax Revenue Analysis**

	2014	2015	2016	Estimated Deposit by Month	2017 Projected	2017
Jan	\$ -	\$ 89,362	\$ 50,397	7.88%	\$ 66,176	\$ 45,046
Feb	\$ -	\$ 33,452	\$ 41,987	4.25%	\$ 35,722	\$ 59,967
Mar	\$ -	\$ 64,929	\$ 66,409	7.40%	\$ 62,191	\$ 77,512
Apr	\$ 100,579	\$ 60,775	\$ 57,229	6.65%	\$ 55,877	\$ 71,135
May	\$ 65,112	\$ 56,156	\$ 54,126	6.22%	\$ 52,220	\$ 71,273
Jun	\$ 47,684	\$ 52,499	\$ 54,137	6.01%	\$ 50,494	
Jul	\$ 77,460	\$ 111,767	\$ 110,851	12.55%	\$ 105,414	
Aug	\$ 103,325	\$ 75,764	\$ 55,675	7.41%	\$ 62,239	
Sep	\$ 72,502	\$ 64,211	\$ 96,701	9.07%	\$ 76,195	
Oct	\$ 114,525	\$ 127,109	\$ 92,766	12.39%	\$ 104,115	
Nov	\$ 72,736	\$ 79,703	\$ 80,538	9.03%	\$ 75,877	
Dec	\$ 47,908	\$ 86,588	\$ 110,825	11.13%	\$ 93,480	
	\$ 701,831	\$ 902,313	\$ 871,640	100.00%	\$ 840,000	
Reserve Balance	\$ 35,094	\$ 80,223	\$ 118,101			

	<u>Annual Est.</u>
Estimated Annual Receipts*	\$ 840,000
Less Payments to City of Rockford	\$ (120,000)
Basis for 5% to Reserve	\$ 720,000
Less 5% to reserve account	\$ (36,000)
Estimated Balance for Project/Debt	\$ 684,000

* \$840,000 is the amount used for the coverage for Board approved commitments from the hotel tax

**Reclaiming First! Sportscore II Contributions
Through 5/9/2017**

Received from:	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
City of Loves Park	\$ 150,000	\$ 170,000	\$ 170,000	
Rockford Park District		\$ 300,000	\$ 300,000	
Village of Cherry Valley	\$ 10,000	\$ 10,000		
Village of Machesney Park	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
Winnebago County	\$ 350,000	\$ 350,000	\$ 350,000	
Grants:				
DCEO Grant	\$ 641,899			
1/2 of PARC Grant				\$ 1,250,000
Total	\$ 1,176,899	\$ 855,000	\$ 845,000	\$ 1,275,000

**ROCKFORD PARK DISTRICT
ROCKFORD, ILLINOIS**

STATEMENT OF FIDUCIARY NET POSITION

December 31, 2016

	<u>Agency Fund</u>
ASSETS	
Cash	\$ 25,000
Investments	665,383
Other receivables	<u>115,013</u>
TOTAL ASSETS	<u><u>\$ 805,396</u></u>
LIABILITIES	
Accounts payable	\$ 44,146
Due to others	<u>761,250</u>
TOTAL LIABILITIES	<u><u>\$ 805,396</u></u>

See accompanying notes to financial statements.

**ROCKFORD PARK DISTRICT
ROCKFORD, ILLINOIS**

SCHEDULE OF CHANGES IN ASSETS AND LIABILITIES
WINNEBAGO COUNTY REGIONAL TOURISM FACILITY
BOARD FUND

For the Year Ended December 31, 2016

	Balances December 31, 2015	Additions	Deductions	Balances December 31, 2016
ASSETS				
Cash	\$ 25,000	\$ 754,511	\$ (754,511)	\$ 25,000
Investments	546,155	911,369	(792,141)	665,383
Other receivables	109,876	876,777	(871,640)	115,013
TOTAL ASSETS	\$ 681,031	\$ 2,542,657	\$ (2,418,292)	\$ 805,396
LIABILITIES				
Accounts payable	\$ 101,633	\$ 817,024	\$ (874,511)	\$ 44,146
Due to others	579,398	1,725,633	(1,543,781)	761,250
TOTAL LIABILITIES	\$ 681,031	\$ 2,542,657	\$ (2,418,292)	\$ 805,396

(See independent auditor's report.)

**ROCKFORD PARK DISTRICT
ROCKFORD, ILLINOIS**

**SCHEDULE OF WINNEBAGO COUNTY REGIONAL TOURISM FACILITY BOARD
ADDITIONS AND DEDUCTIONS**

For the Year Ended December 31, 2016

ADDITIONS RECEIVED	
Intergovernmental revenue from Winnebago County	\$ 761,764
Intergovernmental receivable from Winnebago County	<u>115,013</u>
Total additions received	876,777
Interest received	<u>2,099</u>
TOTAL ADDITIONS	878,876
DEDUCTIONS	
Capital acquisitions	120,000
Reclaiming First contribution	<u>577,024</u>
INCREASE IN DUE TO OTHERS	181,852
DUE TO OTHERS, JANUARY 1, 2016	<u>579,398</u>
DUE TO OTHERS, DECEMBER 31, 2016	<u><u>\$ 761,250</u></u>

(See independent auditor's report.)