TIPPECANOE COUNTY COUNCIL MEETING
COUNTY OFFICE BUILDING – TIPPECANOE ROOM
TUESDAY, JUNE 13, 2017
8:30 A.M.

The Tippecanoe County Council met Tuesday, June 13, 2017 in the Tippecanoe Room of the County Office Building at 8:30 a.m. Councilmembers present were President John Basham, Vice President Bryan Metzger, Roland Winger, Kathy Vernon, Kevin Underwood, David R Williams, and Vicki Burch. Others present were Auditor Robert A. Plantenga, Attorney Doug Masson, and Recording Secretary Caitlin Thomas.

Pledge of Allegiance

President Basham called the meeting to order and led the Pledge of Allegiance.

Auditor's Financial

Auditor Plantenga reported the county began 2017 with a General Fund cash balance of $8,632,770.77. With projected misc. revenue, property taxes, the COIT transfer, and deducting circuit breaker credits the total available is $53,404,949.77. The beginning net balance is $1,321,654.77. We have approved additional appropriations of $79,958 so far this year and there are $12,500 to review today for the General Fund. Deducting the misc. revenues and the budget reductions, the total available is $1,247,545.77.

We are currently processing settlement. The county is 41.7% through the year and property tax makes a big difference in the revenue. We are at about 20% total revenue for the general fund. General Fund is at $-500,000 but property taxes will move it to acceptable level. Fund 2581 is not truly an active account, but is still collecting past due balances. There is an additional appropriation request to move some of that money into the Rainy Day Fund, which would even that up with the money that was moved into 2581. Fund 2584 has a request for this month and the balance is right at $23,000 this month. Fund 4710 continues to have a good balance month after month.

Auditor Plantenga stated that budget time is coming up and we hope to have all requests to the Council members by July 21. By end of July, we will email the council books and the hard copy would be passed out at the August meeting.

Treasurer's Report

Treasurer Weston stated we are up in May to $134,145,300 compared to $66 million last month at Lafayette Bank and trust. The balance at First Source is still $5,000,000 and $15,000,000 at Centier. Every dollar out there brought in some sort of interest in the month of May. She reviewed the distribution of the interest to funds. The total for the year through May is almost at $400,000. She said they are confident we will exceed the budgeted goal, but meet the revised goal. As of now, 43.8% of the revised budget has been collected.

Public Comment (*Agenda Items*)

None.

Compliance with Statement of Benefits

American Fibertech Corporation (CF-1/Real Property)

Jason Rainey said they started the project in 2011 and ran through 2016. They have filled fifty jobs and increased by $4 million in salaries. They have increased their starting wage rate to $13 to gain more interest in different shifts. They will continue to grow and expand this year.

- Councilmember Williams moved to approve the statement of benefits as presented, second by Councilmember Burch. Motion carried.

SMT Properties, LLC / TKO Graphix (CF-1/Real Property)

Tom Taulman stated the company has created 30 jobs and is looking at adding a second shift and ten more jobs in the next 30 days. Councilmember Wigner asked for clarification of the numbers on the form. Mr. Taulman said the original estimation was 10 and they are at 29.

- Councilmember Williams moved to approve the statement of benefits as presented, second by Councilmember Burch. Motion carried.

Indiana Becknell Investors 2011, LLC f/b/o Becknell Development, LLC (CF-1/Real Property)

Jake Allen said TRW Corp usually represents this property, but they have vacated the building.

- Councilmember Williams moved to approve the statement of benefits as presented, second by Councilmember Burch. Motion carried.

2017 Otterbein Library Appointment

Auditor Plantenga said this is a joint appointment with Tippecanoe County and Benton County Councils. The Council just need to approve the nominee from Benton County.

- Councilmember Williams moved to approve the appointment of Rita Gick as presented, second by Councilmember Burch. Motion carried.

2017 County Council Appointments

Auditor Plantenga stated there is no action necessary on this agenda item.

Consent Agenda
Approval of Meeting Minutes
Regular Meeting – May 9, 2017

MITS – EDIT Fund 1112			
Transfer	$	49,254	Software *to* General M & E
Sup Ct 6 – General Fund 1000			
Transfer	$	210	Office Supplies *to* Jury Expense
CASA – GAL/CASA Fund 1213			
Transfer	$	750	Other Supplies *to* Part Time
Juv Alt – DOC JDAI Grant Fund 9213			
Transfer	$	204	Travel & Mileage *to* Educational Materials
	$	250	Other Professional Services *to* Other Supplies

Prosecutor – APS Grant Fund 9252

Transfer	$	1,400	Salaries Full Time *to* Minor Equipment
	$	800	Salaries Full Time *to* Software
	$	408	Salaries Full Time *to* Mach & Equip/General
	$	292	Social Security
	$	200	Perf Retirement *to* Mach & Equip/General
Juv Alt – JA/DOC Grant Fund 9641			
Transfer	$	2,941	Salaries Full Time
	$	9,969	Salaries Part Time
	$	190	Social Security
	$	320	PERF Retirement
	$	16,060	Health Insurance *to* Mach & Equip/Vehicles
Juv Alt – JDAI Grant Fund 9214			
Transfer	$	3,600	Mach & Equip/Vehicles *to* Other Professional Services
	$	400	Mach & Equip/Vehicles *to* Other Supplies
	$	2,760	Other Professional Services *to* Other Supplies
Health – HPP &PHEP Base Grant Fund 8476			
Transfer	$	3,305	Salaries Part Time
	$	253	Social Security
	$	36	Worker's Comp *to* Other Mach & Equip
Surveyor – Phase II Stormwater Fund 4897			
Transfer	$	12,000	Professional Services / Training *to* Mach & Equip / Other

- Councilmember Burch moved to approve the consent agenda as presented, second by Councilmember Underwood. Motion carried

Additional Appropriations:

Superior Ct 1 – *Judge Williams*
Jury Pay Fund 2584

Appropriation	$	10,000	Jury Expense

Judge Williams stated he had notified the council about this longer trial and the resulting expenses. Councilmember Winger said the General Fund budget for this cost was at $10,000 a year in the past, but we budgeted $20,000 this year. The jury pay expenses last year were $25,000. Ten jury trials have taken place this year.

- Councilmember Winger moved to approve the appropriation as presented, second by Councilmember Burch. Motion carried.

Superior Ct 2 – *Judge Meyer*
General Fund 1000

Appropriation	$	9,500	Pauper Attorney

Judge Meyer explained there was a recent problem with conflict attorneys. One resigned and so cases had to be transferred to private attorneys. They have gone through that budget and still have some additional expenses coming in. He stated the reason for the second appropriation was for psychiatric evals for defendants. They had taken some money from the fund to pay the pauper attorneys. In the two cases he is asking to pay on, the evaluations did lead to the resolution of both cases. Councilmember Winger asked if we will continue to see this situation continue. Judge Meyer said there is a murder trial coming up where co-council had to be appointed. There are no other pending requests for the mental health issues.

- Councilmember Winger moved to approve the appropriation as presented, second by Councilmember Burch. Motion carried.

General Fund 1000

Appropriation	$	3,000	Health & Medical Professionals

- Councilmember Winger moved to approve the appropriation as presented, second by Councilmember Burch. Motion carried.

Prosecutor – *Patrick Harrington*

Infraction Diversion Fund 2561

Appropriation	$	20,000	Salaries Part Time
	$	1,530	Social Security

Prosecutor Harrington explained this is to pay part time help as the work load continues to increase. Councilmember Burch asked if it a permanent part time position. He confirmed that it is permanent.

- Councilmember Winger moved to approve the appropriation as presented, second by Councilmember Burch. Motion carried.

Probation – *David Hullinger*

DOC Probation Fund 9512

Grant Appropriation	$	37,601	Salaries Full Time
	$	2,876	Social Security
	$	4,211	PERF Retirement
	$	564	Worker's Comp
	$	8,096	Health Insurance
	$	142	LTD
	$	110	Life Insurance
	$	30,000	Other Professional Services

Mr. Hullinger stated this is the third year they have asked for funding from DOC grant. The request last year was for about $91,500. The salaries and benefits request was smaller this year. Of the requested amount, $30,000 will be applied to kiosk services.

- Councilmember Winger moved to approve the appropriation as presented, second by Councilmember Burch. Motion carried.

2017 Salary Statement – DOC Probation Grant FY 2017/2018 salary listed above

- Councilmember Winger moved to approve the appropriation as presented, second by Councilmember Burch. Motion carried.

Court Services – *David Hullinger*

Court Services Fund 2581

Appropriation	$	37,200	Transfer Out

Mr. Hullinger said he is in the process of getting training to become supervisor which includes 500 hours of training. At Auditor Plantenga's recommendation, they looked at the balances in the funds and repaying some money into those funds. In December 2015, Court Services received a transfer of $111,000 from the Rainy Day fund and wants to now pay it back. They moved assessment fee from $150 to $200. He sent an email to Winger and Burch summarizing where their finances are at right now. Right now, they are earning an excess of $3,000 for a two paycheck month. He stated they have had great revenue from assessments so far this year, but that is tapering off now. Their office is committed to continuing to pay back the transfer. Councilmember Winger asked if there is any indication if the increase in fees would reduce the overall amount collected. Mr. Hullinger said they are not seeing that effect. Councilmember Winger asked what the balance of the rainy day fund would be after finishing the transfer. Auditor Plantenga said the balance would be $59,000

Mr. Hullinger pointed out their recertification will be in September. Their primary concern is density of office space, which creates issues with confidentiality.

- Councilmember Winger moved to approve the appropriation as presented, second by Councilmember Burch. Motion carried.

CASA – *Coleen Connor*

Capacity Bldg. Grant Fund 9532

Grant Appropriation	$	11,583	Salaries Full Time
	$	1,294	PERF Retirement

Director Connor stated there has been an increase in abuse and neglect, but they are getting closer to meeting the additional needs. This position annually serves 40 children. They are hoping to gain more funds from the state in 2018. This is the 2nd allotment from this grant for 2017. She also announced there will be an open house celebration for CASA's 30 year anniversary in September.

- Councilmember Metzger moved to approve the appropriation as presented, second by Councilmember Williams. Motion carried.

Juv Alt –*Linda Tedder*

JA Project Income Fund 2596

Appropriation	$	19,379	Salaries Full Time
	$	1,483	Social Security
	$	2,423	PERF Retirement
	$	750	Office Supplies
	$	500	Postage & Freight
	$	10,849	Health Insurance
	$	73	LTD
	$	44	Life Insurance
	$	214	Worker's Comp

Ms. Tedder stated these are the fees collected for truancy mediation, electronic monitoring, and another program.

- Councilmember Williams moved to approve the appropriation as presented, second by Councilmember Metzger. Motion carried.

2017 Salary Statement – Juv Alt Project Income Grant FY 2017/2018 salary listed above

Ms. Tedder said this salary is for the truancy mediation coordinator and it is split between several funds.

- Councilmember Metzger moved to approve the appropriation as presented, second by Councilmember Williams. Motion carried.

Truancy Mediation Fund 9203

Grant Appropriation	$	12,112	Salaries Full Time
	$	833	Salaries Part Time
	$	992	Social Security
	$	1,514	PERF Retirement
	$	6,781	Health Insurance
	$	46	LTD
	$	28	Life Insurance
	$	134	Worker's Comp

Ms. Tedder explained this fund is funded through the local school corporations paying a portion of fees to help cover truancy mediation.

- Councilmember Williams moved to approve the appropriation as presented, second by Councilmember Metzger. Motion carried.

2017 Salary Statement – Juv Alt Truancy Mediation Grant FY 2017/2018 salary listed above

- Councilmember Williams moved to approve the appropriation as presented, second by Councilmember Metzger. Motion carried.

Safe Place Grant Fund 9211

Grant Appropriation	$	4,960	Other Supplies
	$	600	Other Professional Services

Ms. Teder explained this grant is funded through Indiana Youth Services Association. The money will be used to purchase promotional materials that have the Safe Place logo and hotline on them and to pay for on call therapists at the hotline number.

- Councilmember Metzger moved to approve the appropriation as presented, second by Councilmember Williams. Motion carried.

JDAI Grant Fund 9213

Grant Appropriation	$	2,000	Operating Supplies/Food
	$	2,360	Other Supplies
	$	35,461	Other Professional Services
	$	3,000	Travel & Mileage

Ms. Tedder stated this is their Juvenile Detention Alternatives Initiative through the DOC. It funds community engagement, restorative justice, Teen Brain Initiatives, parent child mediation, and travel for JDAI meetings and special events.

- Councilmember Williams moved to approve the appropriation as presented, second by Councilmember Metzger. Motion carried.

DOC Grant Fund 9641

Grant Appropriation	$	125,339	Salaries Full Time
	$	9,591	Social Security
	$	15,669	PERF Retirement
	$	750	Office Supplies
	$	2,000	Gasoline & Oil

$	16,599	Other Professional Services
$	500	Travel & Training
$	197	Postage & Freight
$	1,200	Insurance/Liability
$	2,520	Utilities
$	500	Repairs & Maint./Vehicle & Equipment
$	69,575	Health Insurance
$	471	LTD
$	340	Life Insurance
$	1,386	Worker's Comp

Ms. Tedder explained this is annual grant funding from DOC for payroll, quality assurance coordinator, and various operating expenses.

- Councilmember Metzger moved to approve the appropriation as presented, second by Councilmember Williams. Motion carried.

2017 Salary Statement – Juv Alt DOC Grant FY 2017/2018 salary listed above

Ms. Tedder stated this pays for hybrid probation officers, evidence based programming coordinator, day reporting case manager, the final portion of the truancy mediation coordinator, and a couple part time positions.

- Councilmember Metzger moved to approve the appropriation as presented, second by Councilmember Williams. Motion carried.

Councilmember Williams pointed out that Kurt Wolff with the LPD was recognized nationally for his efforts in JDAI.

Community Corrections –*Jason Huber*

Project Income Fund 1122

Appropriation

$	1,168,897	Salaries Full Time
$	85,257	Chief Deputy & Appointed
$	54,810	Salaries Part Time
$	98,830	Social Security
$	144,110	PERF Retirement
$	104,020	Other Supplies
$	407,239	Health Insurance
$	4,703	LTD
$	4,477	Life Insurance
$	14,264	Worker's Comp
$	379,893	Other Professional Services
$	33,500	Utilities

Director Huber said this appropriation has about a half a million dollar increase from last year based on user fee collection. For this year, they will top 2 million for the first time. The increase is due to the increase in participant numbers and taking over community service.

- Councilmember Williams moved to approve the appropriation as presented, second by Councilmember Underwood. Motion carried.

2017 Salary Statement – Community Corrections Project Income FY 2017/2018 salary listed above

- Councilmember Williams moved to approve the appropriation as presented, second by Councilmember Metzger. Motion carried.

Community Transition Fund 1123

Appropriation	$	50,000	Other Supplies
	$	50,000	Other Professional Services
	$	10,000	Utilities

Director Huber said the amount based on $25 a day for participant reimbursement.

- Councilmember Metzger moved to approve the appropriation as presented, second by Councilmember Williams. Motion carried.

CC DOC Adult Grant Fund 9218

Grant Appropriation	$	431,050	Salaries Full Time
	$	30,687	Chief Deputy & Appointed
	$	12,653	Salaries Part Time
	$	36,290	Social Security
	$	53,131	PERF Retirement
	$	29,276	Other Supplies
	$	154,021	Health Insurance
	$	1,732	LTD
	$	6,635	Life Insurance
	$	5,237	Worker's Comp
	$	141,352	Other Professional Services
	$	31,500	Utilities

Director Huber stated this is a grant award from DOC for the upcoming FY.

- Councilmember Williams moved to approve the appropriation as presented, second by Councilmember Metzger. Motion carried.

2017 Salary Statement – Community Corrections Adult Grant FY 2017/2018 salary listed above

- Councilmember Williams moved to approve the salary statement as presented, second by Councilmember Burch. Motion carried.

Community Transition Fund 9220

Appropriation	$	60,000	Other Supplies
	$	15,311	Other Professional Services

Director Huber explained this is re-appropriating from roll over funds.

- Councilmember Metzger moved to approve the appropriation as presented, second by Councilmember Williams. Motion carried.

2017 Salary Statement – MITS	$	54,406	Help Desk Mgr. – Reclassification from SO to PAT IV

Councilmember Underwood said this salary statement went through the personnel committee and was approved.

- Councilmember Underwood moved to approve the salary statement as presented, second by Councilmember Winger. Motion carried.

Surveyor – *Zach Beasley*

Phase II Donation Fund 4128

Appropriation	$	600	Other Supplies
	$	2,575	Other Professional Services

Surveyor Beasley stated phase two program is an unfunded mandate and we have historically had it locally funded through donations and grants through private corps. Auditor Plantenga had brought to his attention that it needs a donation fund. The money has come from the McAlister Foundation.

- Councilmember Vernon moved to approve the appropriation as presented, second by Councilmember Metzger. Motion carried.

Health – *Craig Rich*

Health Donation Fund 4118

Appropriation	$	750	Other Professional Services

Director Rich said this is a donation from Purdue to help with accreditation process. They have had an on site visit and will it will be voted on in September.

- Councilmember Underwood moved to approve the appropriation as presented, second by Councilmember Williams. Motion carried.

PHEP Base Grant Fund 8476

Grant Appropriation	$	9,360	Salaries Part Time
	$	716	Social Security
	$	103	Worker's Comp
	$	9,976	Institutional or Medical
	$	13,444	Mach & Equip/Other

Director Rich said this is for emergency preparedness, a part time employee, and emergency supplies.

- Councilmember Underwood moved to approve the appropriation as presented, second by Councilmember Williams. Motion carried.

Highway – *Opal Kuhl*

MVH Fund 1176

Appropriation	$	15,000	Utilities
	$	212,114	Mach & Equip/Other

Director Kuhl explained there was a short fall in utilities so this is to get them through the end of the year. They are also purchasing a newer paver from Benton County.

- Councilmember Vernon moved to approve the appropriation as presented, second by Councilmember Burch. Motion carried.

Auditor – *Robert Plantenga*

Drug Free Community Fund 1148

Appropriation	$	45,735	Other Professional Services

Auditor Plantenga explained this is just moving things through the system.

- Councilmember Vernon moved to approve the appropriation as presented, second by Councilmember Metzger. Motion carried.

Committee Reports

Councilmember Winger asked the council to consider a presentation from Stan Lambert and Wabash River Enhancement Corp (WREC). WREC as we know it has been doing a lot of things behind the scenes. Now with the promenade and mark building going up, it is becoming tangible. He stated it would be a good idea to ask Stan to come and update with brief presentation on where WREC is now and where it will be going in coming years. How we approach that with the two cities is something to consider as well. He would be happy to follow up with Stan if the Council would consider having him come and present. Councilmember Winger said he would coordinate with Auditor Plantenga and President Basham.

President Basham reported the Romney Sewer had a public meeting with over 130 people in attendance. They have acquired quite a few easements.

Unfinished/New Business

Sustainability Study – Robert Plantenga/Jennifer Weston

Auditor Plantenga said they tried to put together a study for the long term future and not just a few years ahead of time. He said bond agencies like to see this type of report. Revenues and expenditures reports are the best case scenarios based on past and expected needs of county and individual funds. In 2017, legislation increased revenues and changed road funding. The recorder perpetuation fund has done well and fees have increased. Cornerstone perpetuation fee stayed the same, but went from per deed to per document. The elected officials training fund also had fees doubled. Health insurance revenues have stayed stable, but still claims are down and therefore the plan uses a 6% annual increase Auditor Plantenga stated he would prefer at least 10%. He said they have begun the process to raise the cum cap rate, but since that is not in affect yet, it is not included in this study. Hoosier START wants to encourage employees to save for retirement so he recommends the county begin to match the fees in the program. Income tax has a 4% income. Sheriff revenue from DOC is expected to be higher than we thought. With his estimations, we should to maintain the cash balance in the general fund or go up a little bit.

Auditor Plantenga said he is not sure of the Clerk's needs, but the Clerk perpetuation fund is going up. The Sales Disclosure Fund is used by the county assessor and we have moved expenses from reassessment to sales disclosure fund. From 2010 to 2016, the year-end cash balance has increased dramatically. Now we want to stabilize that fund. Cum Bridge has greatly decreased and that fund is contingent on if it has a set rate. If the levy goes up enough so the general fund doesn't need it all, we could raise rate in Cum Bridge and lower it a little in General Fund. Cum Cap does not reflect the increase in revenue. Local Road and Street got estimates on revenue from Commissioners. Councilmember Winger asked if the legislature affects only the MVH and ORS funds. Director Kuhl with the new legislature half of the MVH has to go into roads. Since do their own paving, some of the salaries of garage workers will count as going towards roads. Plat book fund is used by the Auditor's office.

There has not really been any use of the Rainy Day Fund. Reassessment fund has been kept the same for a number of years and actually shows a small increase. Recorder Perpetuation fund will go up starting July 1. That fund pays for all salaries and expenses in the recorders office except the elected recorder and chief deputy. Cornerstone Perpetuation will have the biggest jump in revenue so we will need to review the expenses to determine if we are making the best use of that fund. Ineligible homestead is used by the Auditor's office and all the office's operating expenses come from that fund. Elected Officials Training Fund is going up but does have limited use. County 911 fund has been doing really well. Probation User Fee Fund is stabilizing since we moved some personnel around. Pre-Trial Diversion and Fraction Diversion are the Prosecutor's funds and are used for law enforcement. Substance abuse fund is looking up but is running on bare bones. The Jury Pay Fund jumps up and down and he would like to stabilize it so we are using the previous year's revenue for the next year. We can only pay for jury pay out of that fund, not other things like food and hotels. The Parking Garage Fund is doing a lot better. It does seem like they are increasing their revenues and there are more visitors to the downtown area. Self-Insurance Fund 4710 has had a dramatic increase from negative to positive. Stormwater is being supervised by Surveyor Beasley.

Treasurer Weston said the capital improvement plan built into sustainability study. It represents a typical capital improvement plan for Tippecanoe County. In the report, Cum Cap and EDIT funds are broken into recurring and one time projects. She pointed out line items under the Economic Development fund where the capital plan fits into this plan. In the case of Economic development and Cum Cap, we are more than covering the items in the plan. Those

funds are different because for cumulative purposes, you approve plans for each year. Some projects budgets carry over years of which roads and drainage are good examples. She said that $8.8 million is currently budgeted but not spent. EDIT has a balance of about $16 million and she estimates in 2020, it should be the same. It might drop a little because of moving out for roads and drainage projects but that will not happen all in this year. Councilmember Winger asked if that is taken from 2016 capital plan. Treasurer Weston said this includes items that have already been budgeted. They are trying to give pic of where we will be if spend everything that has been approved or that we know about as of now. They estimated that in 2017 would be down to $14.3 million for this particular fund, but we are looking at being at $14 million at the end of this year.

Commissioner Murtaugh asked if the Cum Cap rating was reestablished, would the ending revenue be $2.4 million in 2018? Auditor Plantenga said if the cum cap was raised to the maximum it would be about a million dollars more a year. Highway Revolving Project Fund was to act as a wash put revenue in from TIF projects and use them for TIF projects. It is also used for INDOT and federal aid projects. This fund has been negative this year so she figured in the federal reimbursements for that. There is the question of transferring money from EDIT into this fund. The new figures are not showing negative but no major increase in revenue which is as it should be.

Councilmember Winger asked about the dynamic between Cum Bridge and Major Bridge. Director Kuhl stated major bridge generates $600,000 a year and can only be spent on bridges that are legally considered major. Cum Bridge has been at 3.5 cents for a while. We are to the point that the bridges of primary concern are in good shape but we still have some that need work. That is why we are waiting for Cum Bridge to rebuild. Councilmember Winger asked if will have to use Cum Bridge to repair bridges or build it up. Director Kuhl said she thinks we will be running it down to the bottom. We have made strides because many important bridges have been improved. Overall rating is in the top ten in the state. Councilmember Winger asked what the longer term drainage projection. Will we need to subsidize that? Surveyor Beasley said the general drainage improvement fund will probably not need any more funds. It does depend on an annual basis on the money coming in and projects scheduled. We need to make sure the agriculture and residential drains are considered separately since there are different requirements for each. He listed several major projects that are underway or completed. Councilmember Winger pointed out that the levy and funds are all going up. He said we need to be mindful that each year we are raising the property tax rates for the public. This could have a negative effect on citizens with fixed incomes and others.

Auditor Plantenga said we can see the end of the jail bond schedule. If the jail is going to be meeting our needs when it ends, we might be able to establish a Cum Jail rate or raise the Cum Bridge rate. Councilmember Williams stated we might want to include this on the next month's agenda for further discussion. President Basham stated that the jail had 7,064 customers last year so he doesn't see the jail shrinking.

Commissioner FYI

Commissioner Brown stated they are still waiting on certification from the state for the elevator.

Justin Armstrong – Fairgrounds Project

Commissioner Byers introduced Justin Armstrong. Mr. Armstrong said he knows this has been an ongoing discussion in Tippecanoe County for a while. He has been engaged with 210 fairs across the country. He oversaw the marketing sponsorship, and overall administration. He said he started what the primary purpose of a fairgrounds is, which is for the fair. Looking at baseline scope, he referenced the CHA space study heavily that was done with an understanding what the needs of the fair are. When you look at the scope of the fairgrounds for the fair, it is not that different from what the year round use would be. He defines customers defined as both producers and attendees. In the report, he took things like a loading dock, back of house, and meeting space into consideration. He again stated the purpose of the fairgrounds is to be used for the fair, not primarily as an event center. We make use of those facilities on a year round basis to support that activity and the construction and operating of the fairgrounds.

In terms of market analysis, we definitely have the market for a facility as scoped out in space by CHA. He based that on the fact that approximately 130 events are turned away annually from Tippecanoe County. These are not all huge events, but even at a 50% rate you're still looking at 60 events you could capture. There was concern about

competition with Purdue. Purdue is part of that turn away figure and we should regard them as a partner in this rather than competition. Purdue would become one of the largest customers for this facility and has to currently send many event out of county due to lack of space.

For demographics, he referenced Auditor Plantenga's operating plan over and over again and it seemed, in terms of capital investment, we are able to do that. He pointed out that he says that without understanding of other projects and needs, but on paper there is the ability to fund it. The number of events at the grounds puts them in a precarious position if a large event leaves the space. In terms of future demand, it seems that there is room for growth based on his research.

He looked at low, medium, and high activity within the fairgrounds. High activity was 165 events annually. We currently have 250 events booked annually. He pointed out 2/3 of those events are not paying. He predicted that, given a three year kind of washout period, with medium to high activities the county fairgrounds would be operating at net zero at least without county contributions. If you have someone out developing the business, there is a high probability assuming 150,000 to 200,000 visitors a year, you've got a potential sponsorship package $900,000 annually. That number is a conservative number. He said the county should look at concessions as a revenue stream. There are partnerships that could have an impact on the capital funding. These revenue streams are new to us, but they are not unusual in other fairgrounds at all. The county is currently not charging anything for things like furniture and equipment, set up, cleaning, etc. We could certainly offset costs if we charged for these things. He referenced the Hendricks County fairgrounds and their process for charging for those items. A lot of how this needs to operate to hit net zero within this scope is nothing new to professionals. One of his recommendations is making an investment on the leadership to engage in the International Association of Fairs and Exhibitions.

The new facility is going to be able to reliably host and support the TC County Fair. Tippecanoe County's was the first county fair in the state. The facility will be used for community events. A fairground like this is vital in a community like Tippecanoe County to engage you positively forward. It goes far beyond just 4-H. He said there were actually many large sporting events turned away. One of those events ended up paying about $3,800 a day to a different fairground because we didn't have the facilities for them. He compared Champaign IL to Tippecanoe County in the 2015 Economic Impact Study by University of Illinois and we are looking at $1.7 - $2 million economic impact for the community. One question is why the buildings need updated? Some people say an old barn on their property is 30 years old and it works just fine. That old barn doesn't host 75,000 people a year and is not liable to the taxpayers for accidents that happen there. Another question was is this the kind of business the county wants to be in? Fairgrounds and councils across the country have thought about this issue. He thinks the county is already in this business. The fairgrounds are already there and are in need of help. More importantly, the fair could survive without the repairs, but the quality of life would go down significantly. The space would not be as engaged with the community if it continues to deteriorate.

Councilmember Winger said the CHA space study is a big factor here. He asked to translate the study to the amenities, the space included, and the horse barn and was there an addressing of the old buildings and the minimal. Mr. Armstrong said he looked at the low activity usage on the scope assessment; there is not a lot in the space study associated with FF & E and the accoutrements. He said it is moderately low in terms of those expenses. He went back and took out all but demo and construction, was a $7 to $8 million venue. You would not be able to put the accoutrements into that amount. The other thing was in the study CHA was very literal in terms of three separate buildings. One question would be why can't we use a singular roof structure over the buildings and make it a single structure. We may have jumped ahead in terms of community engagement. He thinks the jumping ahead has gotten people talking about the color of the curtains instead of how we can make this space work for multiple types of events. The next commitment should be an extensive architect and engineering and also funding processes. There are partners out there that could lessen the total bond need on the outset.

President Basham asked about absence of horse barn in aerial designs. The horse barn was added in after CHA space study, but the horse barn is awful in terms of structural. There are youth walking with their horses through spaces less than 2.5 feet and across major pedestrian walkways. This is unacceptable in terms of security and safety. Horse barn within scope of study was not much of a focus but there is a need for one. Councilmember Metzger asked about acquiring YMCA property and how we can incorporate that into the current fairgrounds. Mr. Armstrong said the

priority is to get A&E study completed so there is a plan that includes all these things or excludes them with mindfulness. In his experience, the architects and engineers that get involved in these projects are good at saying when we get ahead of ourselves. He said letting people have "color of the drapes" conversations gives more community support, opens up partnerships, and generate philanthropic opportunities. Councilmember Winger pointed out that the fairgrounds are used by a smaller population than bridges or the jail. He asked do we spend $15 million plus financing cost if we bond it to fight to break even again and is the benefit to the community worth it? Armstrong thinks trying for a 100% consensus is a fool's game and once the ball gets rolling, it does get crazy. In his experience, moving through that A&E process and including a variety of county officials, ultimately makes for a more successful project. Councilmember Winger said perspective comes from being asked if we were ready to bond this project a month before this presentation. Mr. Armstrong said he appreciates that and says getting a good strategy is absolutely essential.

President Basham said some of the Council went to the Hendricks County fairgrounds and were impressed with the facilities. He said he is not against the project, but he wants to build it moderately so we do not have to hire a bunch of staff to go out and try to create revenue. Mr. Armstrong pointed out that Hendricks County Fair changed management shortly after they renovated. The new manager has cut it down to a small staff and that is the model he used for this report. He said part of the need for selling sponsorship is because the TC fair is a $50,000-$70,000 hit. The county receives no revenue for that and the sponsorships allow the county to recoup part of those expenses.

Councilwoman Vernon stated her concern is going out and gaining business so we can break even. Is that the business we want to be in? Is that our scope and what we want to be? She does not feel. Councilmember Metzger pointed out that breaking even is better than we have done in the past. Mr. Armstrong said he is looking at the facts and reporting what he found. The scope in terms of space value is determined by the needs for the fair, and the 90,000 within the coliseum as well as the additional buildings does serve that purpose. The baseline on size is that if you are going to serve the fair, there is not a lot of downsizing to be had.

Announcement

President Basham said there is a retirement party for Director Kuhl on June 23 from 4:00-7:00 pm at The Outpost and Howard Berneger on June 21 at 1:00-3:00 pm in the Tippecanoe Room.

Public Comment

Tim Francoviak introduced himself as the Horse and Pony Club Superintendent. The club is one of the biggest users of the fairgrounds. For the shows, 100% goes back into facilities or the club. He has also spent a lot of time as a fireman at the firehouse next to the fairgrounds. The Sheriff is running extensive youth programs and there are not too many of 4-H kids that have had to see the Sheriff. He looks at what we give back and this is an investment in our youth and we can start those with a bunch of ten year olds at the fair. He basically lives next to the two basketball courts in the fairgrounds and those have been a tremendous asset to the youth. This is an investment for a lifetime. How much have we really invested in the fairgrounds over the years compared to what we get out of it? From being a public servant and involved with the youth, he feels cheated for never having been in 4-H because he sees the difference it makes. He said over a 1/3 of the stalls cannot contain horses due to safety issues. Probably put in $60,000-$70,000 over the years he has been involved to maintain the area and for projects like the announcer stand. We have one of the best areas in the state, but they cannot host multi day shows due to the lack of safe stalls. He knows it boils down to dollars and cents, but the youth really are the end users of this. He sees the youth as the building blocks for society down the road. Probably 65% of the kids in his program live in the city and they are benefiting from the opportunities this program and location provides.

Commissioner Byers stated they just had to turn down a 700 head cow show because we do not have the facilities for them. It is a quality of life issue. He said we can scale down and put up simple pole barns but it lessens the quality. He asked the Council how they would like to proceed. Councilmember Winger said the Council needs to process the lower end options. Councilmember Winger asked what the A&E study would cost. Commissioner Byers asked if

they would like him to find out the cost for an A&E, the cost for pole barns, or drop the discussion here. Councilmember Winger said he thinks a responsible A&E process is the way to go as long as we are not committed to having an A&E study for the $10 million as it is conceived. Councilmember Metzger said as a public facility something must be done. He pointed out we have four buildings have far outlived their usefulness and what we will replace them with is the question. President Basham said the fairgrounds were built 80 years ago by WPA. Councilmember Underwood said another question to consider is if we are selling ourselves short by only looking at four buildings. He believes that if we are going to make a facility that is usable we need to take into scope the entirety of the property. Commissioner Brown said he is in support of doing something, but he is just not sure what that is yet. Councilmember Metzger stated we have never gotten to the point of saying here is a potential source of funds. Let's go do it all at once." We have tried to maintain what we have. Moving the fair was even discussed, but public opinion said we should leave it at the current location. He said we need to look at all the possibilities. Commissioner Byers asked if the Council wanted him to ask CHA or some other companies for proposals. Commissioner Brown said it would also be an option for put out an RFP to get proposals from different companies. Councilmember Winger said be creative with the options and figure out the best options for success. Commissioner Brown said that the only pressing item is the purchase of the YMCA. Commissioner Byers said the first appraisal came in at $1.24 million and the second should be here soon.

Kathy Overmyer introduced herself as the Fairgrounds Administrative Assistant and said she is the person who books the events. She has built numerous relationships with the community, outlying communities, and outlying states. She has been in the position for 8 years and was a 10 year 4-H participant. She looks at the fairgrounds and sees the potential of the location. She has seen Sagamore transform into a beautiful road with the construction and a lot more traffic on Teal Rd/Hwy 52. When she has a customer call, she wants to be able to offer a facility in which maybe her family would also want to have a wedding reception. She said we need things like jails and bridge, but there is also an aspect of quality of life. She works a lot with the 4-H groups and has about over 100 different 4-H meetings every month from now till fair time. She said there are a lot of events that the public does not see. Our fairgrounds are for youth development and quality of life for our community and beyond.

Councilmember Winger moved to adjourn. President Basham adjourned the meeting at 11:31 a.m.

TIPPECANOE COUNTY COUNCIL

John R. Basham II, President

Bryan E. Metzger, Vice President

Vicki Burch

Kevin L. Underwood

Kathy Vernon

David R. Williams

absent
Roland K. Winger

ATTEST:

Robert A. Plantenga, Auditor ~~6/13/2017~~ 7/11/2017

Minutes prepared by Caitlin Thomas, Auditor Office Assistant