

STATE OF TEXAS §

COUNTY OF TARRANT §

TO: THE MAYOR AND CITY COUNCIL OF THE CITY OF FORT WORTH, TEXAS

APPROVAL OF PETITION AND VERIFICATION OF SIGNATORY AUTHORITY

Full Legal Name of Hotel: Bowie House LLC

Address of Hotel: 3700 Camp Bowie Blvd., Fort Worth TX 76107

TAD Listing of Hotel Owner: Bowie Place Properties LLC

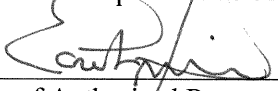
TAD Listing of Hotel Owner Address: PO BOX 218 Addison, TX 75001

I, the undersigned, am a duly authorized executive of the Company identified above, which is a record owner of real property that would be liable for assessment under the existing City of Fort Worth Tourism Public Improvement District (“TPID”).

By executing this **Approval of Petition and Verification of Signatory Authority** requesting inclusion within the existing TPID, I hereby represent on behalf of Company that I have read and understand the Original Petition Requesting Establishment of the TPID, Resolution No. 4837-08-2017 Authorizing the Establishment of the TPID, Resolution Nos. 5264-08-2020, 5382-04-2021, 5467-09-2021, 5561-04-2022, and Ordinance No. 25488-04-2022 Authorizing and Expanding the TPID, and the updated Service and Assessment Plan adopted by the City Council through Ordinance No. 26421-09-2023, all of which constitute the TPID Petition. I also represent that I have the authority to legally bind Company and to execute this approval on Company’s behalf. I affirm that such binding authority has been granted by Company.

By virtue of the same (singular) signature below, I do request on behalf of Company that the City Council of the City of Fort Worth, Texas include the above noted hotel within the existing TPID under the Public Improvement District Assessment Act, V.T.C.A. Local Government Code, Chapter 372 (Act”), so that the powers granted under the Act may be exercised by the City of Fort Worth.”), so that the powers granted under the Act may be exercised by the City of Fort Worth.

Name: EARL R. FONVILLE
Please print name of Hotel Signatory to Petition


Signature of Authorized Representative of Hotel Ownership Group

VICE PRESIDENT
Title of Signatory (May be Hotel GM if GM is authorized to sign on behalf of Ownership Group)

BOWIE PLACE PROPERTIES
Name of Entity Employing Above Signatory (e.g.; name of hotel ownership group, hotel, or management company, etc.)

Date: 1.29.24

Note: The Company further represents, affirms, and certifies that, with respect to the expansion of the TPID, the City is fully entitled to rely on the warranty and representation set forth in this form unless and until the City receives written notice from the Company of a change. The Company acknowledges that it is solely responsible for ensuring that the City is provided with an updated form within ten (10) business days of any change to the signatory authority.

A Resolution

NO. 5561-04-2022

AUTHORIZING AND EXPANDING FORT WORTH PUBLIC IMPROVEMENT DISTRICT NO. 18 (TOURISM PID) TO INCLUDE AN ADDITIONAL HOTEL AND TAKING CERTAIN OTHER ACTIONS CONCERNING THE DISTRICT

WHEREAS, the Public Improvement District Assessment Act, Chapter 372 of the Texas Local Government Code (“Act”) allows for the establishment of public improvement districts;

WHEREAS, on August 29, 2017, the City Council adopted Resolution No. 4837-08-2017, establishing Fort Worth Public Improvement District 18 – Tourism (“Tourism PID”) (“Establishing Resolution”);

WHEREAS, on August 18, 2020, April 13, 2021, and September 14, 2021, the City Council adopted Resolution Nos. 5264-08-2020, 5382-04-2021, 5467-09-2021, respectively, expanding the boundaries of the Tourism PID (“Tourism PID”) (Resolution Nos. 5264-08-2020, 5382-08-2021, and 5467-09-2021 are collectively referred to as the “Expansion Resolutions”);

WHEREAS, Section 372.0121 of the Act, as amended by the 87th Texas Legislature (2021) through Senate Bill 804, allows the City Council to include additional properties in the Tourism PID if (i) the property is a hotel and (ii) a sufficient number of the record owners of the real property currently included and proposed to be included in the Tourism PID have consented to be included in the Tourism PID by signing the original petition to establish the Tourism PID or by signing a petition or written consent to include property in the Tourism PID;

WHEREAS, the number of consenting record owners is sufficient if (1) the record owners own more than 60% of appraised value of taxable real property liable for assessment in the Tourism PID; and either (i) constitute more than 60% of all record owners of taxable real property liable for assessment in the Tourism PID, or (ii) own, in aggregate, more than 60% of the area of all taxable real property liable for assessment in the Tourism PID;

WHEREAS, another expansion petition (“Petition”) was submitted to the City of Fort Worth, Texas (“City”), pursuant to the Act, requesting to expand the Tourism PID boundaries to include an additional hotel property within the Tourism PID and has been on file in the office of the City Secretary for public inspection;

WHEREAS, pursuant to Section 372.009 of the Act, the City provided notice and publication of two public hearings to be conducted on April 12, 2022 and April 26, 2022 to consider the expansion of the Tourism PID (“Public Hearings”), which notice and publication included the following: (i) time and place of the Public Hearings; (ii) general nature of the proposed improvements and services; (iii)

estimated costs of the improvements and services; (iv) expanded boundaries of the Tourism PID; (v) proposed method of assessment; and (vi) proposed apportionment of cost between the additional hotel property in Tourism PID and the City;

WHEREAS, notice of the Public Hearings was published on March 25, 2022 in the Fort Worth *Star-Telegram*, a newspaper of general circulation in the City, and was also mailed on March 25, 2022 to all record owners of property in the Tourism PID liable for assessment, and all persons desiring to be heard were given a full and fair opportunity to be heard at the Public Hearing;

WHEREAS, the City Council conducted and adjourned the Public Hearing to consider the expansion of the Tourism PID; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FORT WORTH, TEXAS:

1. Recitals.

The findings set forth in the recitals of this Resolution are found to be true and correct.

2. Findings.

The City Council, after duly considering the evidence and testimony presented at the Public Hearings and based on all information known by the City Council, hereby makes the following findings:

2.1 Petition and Boundaries.

- (a) The current boundaries of the Tourism PID consist of noncontiguous areas authorized under Section 372.0035 of the Act consisting solely of hotel properties with 100 or more rooms ordinarily used for sleeping within the City of Fort Worth. The lists of the original and additional hotels that are included within the boundaries of the Tourism PID are included in the Establishing Resolution and Expansion Resolutions, respectively.
- (b) As set forth in the Recitals above, the Act allows the City Council to include additional properties in the Tourism PID if the required elements are satisfied. As evidenced below, the hotel property set forth in **Exhibit "A"**, which is attached hereto and incorporated herein for all purposes ("Additional Hotel Property"), meets the necessary elements for inclusion into the Tourism PID.
 - (i) The Additional Hotel Property to be included in the Tourism PID as part of this Resolution is a hotel property.
 - (ii) A sufficient number of record owners of the real property currently included and proposed to be included in the Tourism PID have consented to be included in the Tourism

PID by signing the original petition to establish the Tourism PID or by signing a petition or written consent to include property in the Tourism PID. Specifically, the number of consenting record owners exceeds the thresholds required by the Act, which is evidenced by the following: (1) 79.93% of appraised value of taxable real property liable for assessment, (2) 64.91% of record owners of taxable real property liable for assessment, and (3) 67.60% for the area of all taxable real property liable for assessment.

2.2 Advisability and Feasibility of the Improvements and Services Proposed for the Tourism PID. It is advisable to expand the Tourism PID to include the Additional Hotel Property to provide the proposed improvements and services described in the Petition and this Resolution. The improvements and services will promote the interests of the City and confer a special benefit on the assessed properties within the Tourism PID. The Fort Worth Convention and Visitor's Bureau staff performed an analysis of the Tourism PID, its service plan and strategies, and concluded that it provides a very effective means for significantly enhancing the ability of Fort Worth to promote its hotel, convention, and tourism activity, which has been borne out since the Tourism PID's establishment. Based on this analysis and the successful history of the Tourism PID, the City finds the proposed tourism public improvement district to be both advisable and feasible.

2.3 Nature of the Improvements and Services. The general nature of the proposed improvements and services to be provided within the expanded boundaries of Tourism PID include, without limitation, marketing, business recruitment, and promotional activities authorized by the Act for improvements and promotion of the Tourism PID, including, but not limited to, the provision of incentives by the Fort Worth Convention and Visitors Bureau to organizations to encourage them to bring large and city-wide events (including, without limitation, meetings, sporting, recreation, and cultural events) to Fort Worth and to fund additional marketing by the Fort Worth Convention and Visitors Bureau to increase hotel stays within the City.

2.4 Estimated Cost of the Improvements and Services. Over the six (6) year period beginning on October 1, 2021 and ending on the expiration of the Tourism PID as provided in Section 3, the estimated total cost of the improvements and services to be provided by the Tourism PID will be \$27,737,196.00, which includes an estimated cost of \$3,950,000.00 for the 2021-2022 fiscal year.

For the 2021-2022 fiscal year, the estimated costs of the above-referenced improvements and services, and estimated costs to implement such improvements and services are:

Incentives and Sales Efforts	\$1,850,125
Marketing and Research (Promotion/Advertising)	\$1,363,250
Site Visits & Familiarization Tours	\$ 194,750
Cultural Enhancements through Marketing and Promotion of the Arts	\$292,125
Operations and Administration	\$194,750
City Administrative Fee	\$55,000
Total	\$3,950,000

On September, 21, 2022, the City Council adopted the fiscal 2021-2022 budget and six-year service plan, the same being Ordinance No. 25089-09-2021. The inclusion of the Additional Hotel Property will not affect the adopted budget. Such costs will be paid from assessments levied in accordance with the Act. The six-year service plan proposed for the Tourism PID is attached hereto as **“Exhibit B”** (“Service Plan”) and incorporated herein for all purposes. The Service Plan, budget, and assessment amount are subject to annual review and approval by the City Council.

2.5. Method of Assessment. The costs of the improvements and services will be funded from assessments levied on and collected from properties located in the Tourism PID that contain hotels of one hundred (100) or more guest rooms and that are subject to payment of City hotel occupancy taxes pursuant to Chapter 32, Article II of the City Code, as amended. The City will levy a special assessment against the new hotel property located within the expanded boundaries of the Tourism PID (“Hotel Parcel”) in an amount equal to two percent (2%) of the consideration received for occupancy of any sleeping rooms furnished by the new hotel on the Hotel Parcel (subject to any lawful exemption of the hotel occupancy tax under applicable state law and City ordinances), with such assessments to be collected in the same manner and in accordance with the same procedures as those established for collection of the City’s hotel occupancy tax, as set forth in Chapter 32, Article II of the City Code, as amended. The collection of assessments will begin on the earliest date allowed by the Act and continue to be collected at the same time hotel occupancy taxes are collected. The City Council hereby finds that the proposed method of assessment is reasonable and necessary.

3.6. Apportionment of Costs Between the Tourism PID and the City, as a Whole. The apportionment of costs between the Tourism PID, inclusive of the Additional Hotel Property, and the City, as a whole, is as follows:

- (a) The entire cost of each improvement and service will be paid from assessments levied in accordance with the Act.
- (b) No City funds will be used to pay any portion of the cost of any improvement or service, unless such funding is approved from the City Council or other appropriate municipal authority on a case-by-case basis.

3. Inclusion of Additional Hotel Property within the Tourism PID; Term.

Based on the findings set forth above, the City Council authorizes the expansion of the boundaries of the Tourism PID to include the Additional Hotel Property. The inclusion of the Additional Hotel Property within the Tourism PID takes effect on the date on which this Resolution is adopted by the City Council and will expire concurrently with the expiration date set forth in Section 3 of the Establishing Resolution. The expansion of the Tourism PID is subject to all conditions, limitations, and reservations set forth in the findings in Sections 1 and 2. All other provisions of this Resolution will be effective from and after adoption of this Resolution.

4. Advisory Body.

The City Council hereby declines to appoint an advisory body for the expanded Tourism PID boundaries pursuant to Section 372.008 of the Act. The City Council hereby reserves the right to assign responsibility for preparation of the ongoing service plan for the PID to another entity in the absence of such an advisory body, as authorized by Section 372.013(a) of the Act.

ADOPTED this 26th day of April 2022.

ATTEST:



Jannette S. Goodall
City Secretary



EXHIBIT A
Expanded Boundaries of the Tourism PID
(Additional Hotel Property)

Account Name	Address	City, State, Zip	RMS
Four Points by Sheraton Hotel	6828 North Freeway	Fort Worth, TX 76137	113

EXHIBIT B Service Plan

City of Fort Worth
Six Year Service Plan
Public Improvement District No. 18 - Tourism

	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26	FY26/27
REVENUES						
PID Assessments	\$ 3,950,000	\$ 4,345,000	\$ 4,562,250	\$ 4,790,363	\$ 4,958,026	\$ 5,131,557
Total Funds Available for Use	\$ 3,950,000	\$ 4,345,000	\$ 4,562,250	\$ 4,790,363	\$ 4,958,026	\$ 5,131,557
EXPENSES						
Incentives & Sales Efforts	\$ 1,850,125	\$ 2,037,750	\$ 2,140,944	\$ 2,249,297	\$ 2,328,937	\$ 2,411,365
Marketing and Research (Promotion/ Advertising)	1,363,250	1,501,500	1,577,538	1,657,377	1,718,059	1,776,795
Site Visits & Familiarization Tours	194,750	214,500	225,363	236,768	245,151	253,828
Cultural Enhancements through Marketing and promotion of the Arts	292,125	321,750	338,044	355,152	367,727	380,742
Operations & Administration	194,750	214,500	225,361	236,769	245,152	253,827
City Administrative Fee	55,000	55,000	55,000	55,000	55,000	55,000
Total Budgeted Expenses	\$ 3,950,000	\$ 4,345,000	\$ 4,562,250	\$ 4,790,363	\$ 4,958,026	\$ 5,131,557
Contribution to Fund Balance	-	-	-	-	-	-
Total Expenses	\$ 3,950,000	\$ 4,345,000	\$ 4,562,250	\$ 4,790,363	\$ 4,958,026	\$ 5,131,557
Net Change in Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Fund Balance, Beginning of Year Estimated</i>	2,834,045	2,834,045	2,834,045	2,834,045	2,834,045	2,834,045
<i>Estimated Fund Balance, End of Year</i>	2,834,045	2,834,045	2,834,045	2,834,045	2,834,045	2,834,045
Reserve Requirement	724,312	760,527	798,554	826,503	855,431	855,431
Over (Under) Reserve	\$ 2,109,733	\$ 2,073,518	\$ 2,035,491	\$ 2,007,542	\$ 1,978,614	\$ 1,978,614

City of Fort Worth, Texas

Mayor and Council Communication

DATE: 04/26/22

M&C FILE NUMBER: M&C 22-0306

LOG NAME: 17PID18 MIDYEARAMENDFY22

SUBJECT

(ALL) Conduct Public Benefit Hearing Concerning the Following Matters Related to Fort Worth Public Improvement District No. 18 – Tourism (Tourism PID): (1) Expansion of the Tourism Public Improvement District to Include One Additional Hotel, and (2) the 2021-2022 Assessment for the Additional Hotel Property; Adopt the Attached Resolution Authorizing and Expanding the Tourism PID to Include One Additional Hotel Property; Approve Attached Revised 2021-2022 Assessment Roll; and Adopt Attached Ordinance Levying Special Assessments on the Additional Hotel Property for Fiscal Year 2021-2022

(PUBLIC HEARING - a. Report of City Staff: Crystal Hinojosa; b. Citizen Presentations; c. Council Action: Close Public Hearing and Act on M&C)

RECOMMENDATION:

It is recommended that the City Council:

1. Conduct Public Benefit Hearing Concerning the following matters related to Fort Worth Public Improvement District No. 18 – Tourism (Tourism PID): (1) Expansion of the Tourism Public Improvement District to include one additional hotel property, and (2) the 2021-2022 Assessment for the additional hotel;
2. Adopt the attached Resolution (i) making certain findings concerning the nature and advisability of the special improvements and services to be provided for the benefit of the additional hotel to be included in the Tourism PID, the estimated costs of such improvements and services, the method of assessment, the boundaries of the Tourism PID, and the apportionment of costs between the Tourism PID and the City, as a whole; and (ii) authorizing and expanding the Tourism PID to include one additional hotel;
3. Approve the attached, revised 2021-2022 assessment roll.
4. Adopt the attached ordinance levying special assessments on the additional hotel property for Fiscal Year 2021-2022;
5. Direct the City Secretary to record a copy of the Assessment Ordinance in the real property records of the appropriate county no later than the seventh (7th) day after adoption by the City Council.

DISCUSSION:

The purpose of this Mayor and Council Communication (M&C) is to conduct a second public hearing concerning the expansion of Fort Worth Public Improvement District 18 - Tourism (Tourism PID) to include one additional hotel property and the 2021-2022 assessment for the additional hotel property, along with certain actions related thereto. The City Council conducted the first public hearing on April 12, 2022, finding that the Petition to Expand the Tourism PID met the requirements set forth in Chapter 372 of the Texas Local Government Code ("Code"), approving the filling of the revised 2021-2022 assessment roll, and setting this public hearing.

On August 29, 2017, the City Council adopted Resolution No. 4837-08-2017, establishing the Tourism PID (Establishing Resolution). The City Council subsequently adopted Resolution Nos. 5264-08-2020 (August 18, 2020), 5382-04-2021 (April 13, 2021), and 5467-09-2021 (September 14, 2021), and April 12, 2022 (M&C 17ED PID18EXPANDTPID).

EXPANSION OF THE TOURISM PID

Boundaries:

The current boundaries of the Tourism PID consist of noncontiguous areas authorized under Section 372.0035 of the Texas Local Government Code (Code) consisting solely of hotel properties with 100 or more rooms ordinarily used for sleeping within the City of Fort Worth. A list of the hotels that are included within the boundaries of the Tourism PID is included in the Original and Expansion Resolutions, copies of which are attached to this M&C within the Petition.

Senate Bill 804, 87th Texas Legislature (2021), which went into effect on June 14, 2021, revised Section 372.0121 of the Code to clarify the ability of cities to add new hotels into an existing Tourism PID. One of the new provisions affects the way in which the City calculates (or recalculates) the percentage threshold for adding new hotels into the Tourism PID. SB 804 requires the City to update and recalculate each of the percentage thresholds set forth below every time a new hotel property is added to the Tourism PID. Conversely, the prior version of Section 372.0121 only required the City to calculate the impact that the new hotel property had on the pre-existing thresholds. For example, under SB 804, the City has to update and recalculate the appraised value of each and every existing property in the Tourism PID each time that a new hotel is added; whereas, under the prior legislation, the City simply carried forward the values of the existing hotel properties from the year the hotel properties entered into the Tourism PID.

Section 372.0121 of the Code allows the City Council to include additional properties in the Tourism PID if (i) the property is a hotel and (ii) a sufficient number of the record owners of the real property currently included and proposed to be included in the Tourism PID have consented to be included in the Tourism PID by signing the original petition to establish the district or by signing a petition or written consent to include property in the Tourism PD. The number of consenting record owners is sufficient if (1) the record owners own more than 60% of appraised value of taxable

real property liable for assessment in the Tourism PID; and either (i) constitute more than 60% of all record owners of taxable real property liable for assessment in the Tourism PID, or (ii) own, in aggregates, more than 60% of the area of all taxable real property liable for assessment in the Tourism PID. If the addition of the new property results in these numbers dropping at or below the 60% threshold, then the property may not be added.

Inclusion of the Four Points by Sheraton Hotel, located at 6828 North Freeway, Fort Worth, Texas 76137 (Four Points) meets the above-stated elements and, therefore, may be considered by the City Council for inclusion into the Tourism PID.

First, the Four Points is a hotel property.

With regard to the second element, the property owner, or its duly authorized representative, for the new hotel property, has signed a petition requesting inclusion within the Tourism PID. This results in an increase to 79.93% of the appraised value of taxable real property liable for assessment, 67.60% for the area of all taxable real property liable for assessment, and 64.91% of record owners liable for assessment. Because the percentages are still above the 60.00% threshold, inclusion of the Four Points the property meet the second element.

Nature of the Improvements:

The goals of the Tourism PID focus on increasing the economic impact and enhancing competitiveness in conventions, meetings, leisure and sports tourism and increasing tourism-related economic activity at all times, including during economic downturns and as inventory grows. The Tourism PID projects include incentives and sales efforts, convention and sports marketing and promotion, site visits and familiarization tours, community arts grants, convention services, event funding application, operations, research, and administration, all of which benefit the hotels within the Tourism PID.

Method of Assessment and Apportionment of Costs:

The assessment rate will be an amount equal to 2.00% of the consideration received from the occupancy of any sleeping room furnished by a hotel located within the Tourism PID, with such assessment to be collected in the same manner and in accordance with the same procedures as those established for the collection of the City's Hotel Occupancy Tax, as set forth in Chapter 32, Article II of the City Code, as amended. The entire costs of each improvement and service will be paid from the above-stated assessments and no City funds will be used to pay any portion of such costs unless such funding is approved by the City Council on a case-by-case basis.

Costs of the Improvements and Services:

The total costs for the adopted services and improvements for the life of the Tourism PID (approximately six years) will be \$27,737,196.00, which includes an estimated cost of \$3,950,000.00 for the Fiscal Year 2021-2022 budget. Assessments for this fiscal year began on October 1, 2021.

Advisability:

Staff recommends that the City Council find that these improvements and services are advisable because they will promote the interests of the City and confer a special benefit on the assessed properties within the expanded boundary of the Tourism PID.

Staff recommendation:

Staff recommends that City Council adopt the attached resolution authorizing and expanding the Tourism PID to include the above-state one additional hotel property, along with the corresponding assessment ordinance.

A Form 1295 is not required because: This M&C does not request approval of a contract with a business entity.

FISCAL INFORMATION / CERTIFICATION:

The Director of Finance certifies that approval of these recommendations will have no material effect on City funds.

Submitted for City Manager's Office by: Reginald Zeno 8517

Originating Business Unit Head: Robert Sturns 2663

Additional Information Contact: Crystal Hinojosa 7808

Expedited

A Resolution

NO. 5467-09-2021

AUTHORIZING AND EXPANDING FORT WORTH PUBLIC IMPROVEMENT DISTRICT NO. 18 (TOURISM PID) TO INCLUDE AN ADDITIONAL HOTEL AND TAKING CERTAIN OTHER ACTIONS CONCERNING THE DISTRICT

WHEREAS, the Public Improvement District Assessment Act, Chapter 372 of the Texas Local Government Code (“ Act”) allows for the establishment of public improvement districts;

WHEREAS, on August 29, 2017, the City Council adopted Resolution No. 4837-08-2017, establishing Fort Worth Public Improvement District 18 – Tourism (“Tourism PID”) (“Establishing Resolution”);

WHEREAS, on August 18, 2020, the City Council adopted Resolution No. 5264-08-2020, expanding the boundaries of the Tourism PID (“Tourism PID”);

WHEREAS, on April 13, 2021, the City Council adopted Resolution No. 5382-04-2020, expanding the boundaries of the Tourism PID (“Tourism PID”) (Resolution Nos. 5264-08-2020 and 5382-08-2021 are collectively referred to as the “Expansion Resolutions”);

WHEREAS, Section 372.0121 of the Act, as amended by the 87th Texas Legislature (2021) through Senate Bill 804, allows the City Council to include additional properties in the Tourism PID if (i) the property is a hotel and (ii) a sufficient number of the record owners of the real property currently include d and proposed to be included in the Tourism PID have consented to be included in the Tourism PID by signing the original petition to establish the Tourism PID or by signing a petition or written consent to include property in the Tourism PID;

WHEREAS, the number of consenting record owners is sufficient if (1) the record owners own more than 60% of appraised value of taxable real property liable for assessment in the Tourism PID; and either (i) constitute more than 60% of all record owners of taxable real property liable for assessment in the Tourism PID, or (ii) own, in aggregate, more than 60% of the area of all taxable real property liable for assessment in the Tourism PID;

WHEREAS, another expansion petition (“Petition”) was submitted to the City of Fort Worth, Texas (“City”), pursuant to the Act, requesting to expand the Tourism PID boundaries to include an additional hotel property within the Tourism PID and has been on file in the office of the City Secretary for public inspection;

WHEREAS, pursuant to Section 372.009 of the Act, the City provided notice and publication of a public hearing to be conducted on September 14, 2021 to

consider the expansion of the Tourism PID (“Public Hearing”), which notice and publication included the following: (i) time and place of the public hearing; (ii) general nature of the proposed improvements and services; (iii) estimated costs of the improvements and services; (iv) expanded boundaries of the Tourism PID; (v) proposed method of assessment; and (vi) proposed apportionment of cost between the additional hotel property in Tourism PID and the City;

WHEREAS, notice of the Public Hearing was published on August 27, 2021 in the Fort Worth *Star-Telegram*, a newspaper of general circulation in the City, and was also mailed on August 27, 2021 to all record owners of property in the Tourism PID liable for assessment, and all persons desiring to be heard were given a full and fair opportunity to be heard at the Public Hearing;

WHEREAS, the City Council conducted and adjourned the Public Hearing to consider the expansion of the Tourism PID; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FORT WORTH, TEXAS:

1. Recitals.

The findings set forth in the recitals of this Resolution are found to be true and correct.

2. Findings.

The City Council, after duly considering the evidence and testimony presented at the Public Hearings and based on all information known by the City Council, hereby makes the following findings:

2.1 Petition and Boundaries.

- (a) The current boundaries of the Tourism PID consist of noncontiguous areas authorized under Section 372.0035 of the Act consisting solely of hotel properties with 100 or more rooms ordinarily used for sleeping within the City of Fort Worth. The lists of the original and additional hotels that are included within the boundaries of the Tourism PID are included in the Establishing Resolution and Expansion Resolutions, respectively.
- (b) As set forth in the Recitals above, the Act allows the City Council to include additional properties in the Tourism PID if the required elements are satisfied. As evidenced below, the hotel property set forth in **Exhibit “A”**, which is attached hereto and incorporated herein for all purposes (“Additional Hotel Property”), meets the necessary elements for inclusion into the Tourism PID.
 - (i) The Additional Hotel Property to be included in the Tourism PID as part of this Resolution is a hotel property.

- (ii) A sufficient number of record owners of the real property currently included and proposed to be included in the Tourism PID have consented to be included in the Tourism PID by signing the original petition to establish the Tourism PID or by signing a petition or written consent to include property in the Tourism PID. Specifically, the number of consenting record owners exceeds the thresholds required by the Act, which is evidenced by the following: (1) 79.87% of appraised value of taxable real property liable for assessment, (2) 64.29% of record owners of taxable real property liable for assessment, and (3) 67.29% for the area of all taxable real property liable for assessment.

2.2 Advisability and Feasibility of the Improvements and Services Proposed for the Tourism PID . It is advisable to expand the Tourism PID to include the Additional Hotel Property to provide the proposed improvements and services described in the Petition and this Resolution. The improvements and services will promote the interests of the City and confer a special benefit on the assessed properties within the Tourism PID. The Fort Worth Convention and Visitor's Bureau staff performed an analysis of the Tourism PID, its service plan and strategies, and concluded that it provides a very effective means for significantly enhancing the ability of Fort Worth to promote its hotel, convention, and tourism activity, which has been borne out since the Tourism PID's establishment. Based on this analysis and the successful history of the Tourism PID, the City finds the proposed tourism public improvement district to be both a dvisable and feasible.

2.3 Nature of the Improvements and Services. The general nature of the proposed improvements and services to be provided within the expanded boundaries of Tourism PID include, without limitation, marketing, business recruitment, and promotional activities authorized by the Act for improvements and promotion of the Tourism PID, including, but not limited to, the provision of incentives by the Fort Worth Convention and Visitors Bureau to organizations to encourage them to bring large and city-wide events (including, without limitation, meetings, sporting, recreation, and cultural events) to Fort Worth and to fund additional marketing by the Fort Worth Convention and Visitors Bureau to increase hotel stays within the City.

2.4 Estimated Cost of the Improvements and Services. Over the six (6) year period beginning on October 1, 2021 and ending on the expiration of the Tourism PID as provided in Section 3 , the estimated total cost of the improvements and services to be provided by the Tourism PID will be \$27,737,196.00, which includes an estimated cost of \$3,950,000.00 for the 2021-2022 fiscal year.

For the 2021-2022 fiscal year, the estimated costs of the above-referenced improvements and services, and estimated costs to implement such improvements and services are:

Incentives and Sales Efforts	\$1,850,125
Marketing and Research (Promotion/Advertising)	\$1,363,250
Site Visits & Familiarization Tours	\$ 194,750
Cultural Enhancements through Marketing and Promotion of the Arts	\$292,125
Operations and Administration	\$194,750
City Administrative Fee	\$55,000
Total	\$3,950,000

Such estimated costs are reasonable and appropriate. The estimated costs of improvements and services provided in the 2021-2022 fiscal year will be determined in a subsequent annual budget and service plan for the Tourism PID to be approved by the City Council on or about September 21, 2021, in accordance with the Act. Such costs will be paid from assessments levied in accordance with the Act. The six-year service plan proposed for the Tourism PID is attached hereto as **“Exhibit B”** (“Service Plan”) and incorporated herein for all purposes. The Service Plan, budget, and assessment amount are subject to annual review and approval by the City Council.

2.5. Method of Assessment. The costs of the improvements and services will be funded from assessments levied on and collected from properties located in the Tourism PID that contain hotels of one hundred (100) or more guest rooms and that are subject to payment of City hotel occupancy taxes pursuant to Chapter 32, Article II of the City Code, as amended. The City will levy a special assessment against the new hotel property located within the expanded boundaries of the Tourism PID (“Hotel Parcel”) in an amount equal to two percent (2%) of the consideration received for occupancy of any sleeping rooms furnished by the new hotel on the Hotel Parcel (subject to any lawful exemption of the hotel occupancy tax under applicable state law and City ordinances), with such assessments to be collected in the same manner and in accordance with the same procedures as those established for collection of the City’s hotel occupancy tax, as set forth in Chapter 32, Article II of the City Code, as amended. The collection of assessments will begin on October 1, 2021 and continue to be made at the same time hotel occupancy taxes are collected. The City Council hereby finds that the proposed method of assessment is reasonable and necessary.

3.6. Apportionment of Costs Between the Tourism PID and the City, as a Whole. The apportionment of costs between the Tourism PID, inclusive of the Additional Hotel Property, and the City, as a whole, is as follows:

(a) The entire cost of each improvement and service will be paid from assessments levied in accordance with the Act.

(b) No City funds will be used to pay any portion of the cost of any improvement or service, unless such funding is approved from the City Council or other appropriate municipal authority on a case-by-case basis.

3. Inclusion of Additional Hotel Property within the Tourism PID; Term.

Based on the findings set forth above, the City Council authorizes the expansion of the boundaries of the Tourism PID to include the Additional Hotel Property. The inclusion of the Additional Hotel Property within the Tourism PID takes effect on the date on which this Resolution is published in a newspaper of general circulation in the City in accordance with Section 372.010(b) of the Act and will expire concurrently with the expiration date set forth in Section 3 of the Establishing Resolution. The expansion of the Tourism PID is subject to all conditions, limitations, and reservations set forth in the findings in Sections 1 and 2. All other provisions of this Resolution will be effective from and after adoption of this Resolution.

4. Advisory Body.

The City Council hereby declines to appoint an advisory body for the expanded Tourism PID boundaries pursuant to Section 372.008 of the Act. The City Council hereby reserves the right to assign responsibility for preparation of the ongoing service plan for the PID to another entity in the absence of such an advisory body, as authorized by Section 372.013(a) of the Act.

5. Publication.

The City Secretary is hereby directed to publish notice of the City Council's authorization to establish the PID once in a newspaper of general circulation in the City.

ADOPTED this 14th day of September 2021.

ATTEST:

Ronald P. Gonzales

Ronald P. Gonzales
Acting City Secretary



EXHIBIT A
Expanded Boundaries of the Tourism PID
(Additional Hotel Property)

Account Name	Address	City, State, Zip	RMS
Sandman Signature Hotel	810 Houston Street	Fort Worth, TX 76102	240

EXHIBIT B Service Plan

City of Fort Worth
Six Year Service Plan
Public Improvement District No. 18 - Tourism

	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26	FY26/27
REVENUES						
PID Assessments	\$ 3,950,000	\$ 4,345,000	\$ 4,562,250	\$ 4,790,363	\$ 4,958,026	\$ 5,131,557
Total Funds Available for Use	\$ 3,950,000	\$ 4,345,000	\$ 4,562,250	\$ 4,790,363	\$ 4,958,026	\$ 5,131,557
EXPENSES						
Incentives & Sales Efforts	\$ 1,850,125	\$ 2,037,750	\$ 2,140,944	\$ 2,249,297	\$ 2,328,937	\$ 2,411,365
Marketing and Research (Promotion/ Advertising)	1,363,250	1,501,500	1,577,538	1,657,377	1,716,059	1,776,795
Site Visits & Familiarization Tours	194,750	214,500	225,363	236,768	245,151	253,828
Cultural Enhancements through Marketing and promotion of the Arts	292,125	321,750	338,044	355,152	367,727	380,742
Operations & Administration	194,750	214,500	225,361	236,769	245,152	253,827
City Administrative Fee	55,000	55,000	55,000	55,000	55,000	55,000
Total Budgeted Expenses	\$ 3,950,000	\$ 4,345,000	\$ 4,562,250	\$ 4,790,363	\$ 4,958,026	\$ 5,131,557
Contribution to Fund Balance	-	-	-	-	-	-
Total Expenses	\$ 3,850,000	\$ 4,345,000	\$ 4,562,250	\$ 4,790,363	\$ 4,958,026	\$ 5,131,557
Net Change in Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Fund Balance, Beginning of Year Estimated</i>	2,834,045	2,834,045	2,834,045	2,834,045	2,834,045	2,834,045
Estimated Fund Balance, End of Year	2,834,045	2,834,045	2,834,045	2,834,045	2,834,045	2,834,045
Reserve Requirement	724,312	760,527	798,554	826,503	855,431	855,431
Over (Under) Reserve	\$ 2,109,733	\$ 2,073,518	\$ 2,035,491	\$ 2,007,542	\$ 1,978,614	\$ 1,978,614

Mayor and Council Communication

DATE: 09/21/21

M&C FILE NUMBER: M&C 21-0707

LOG NAME: 17ED PID18FY22

SUBJECT

(ALL) Conduct Public Benefit Hearing for the Fort Worth Public Improvement District No. 18 - Tourism; Adopt Attached Ordinance (1) Approving and Adopting the Fiscal Year 2021-2022 Budget, Six-Year Service Plan, Assessment Plan, and Assessment Roll, and (2) Levying Special Assessments for Fiscal Year 2021-2022; and Adopt Attached Appropriation Ordinance

(PUBLIC HEARING - a. Report of City Staff: Crystal Hinojosa; b. Public Comment; c. Council Action: Close Public Hearing and Act on M&C)

RECOMMENDATION:

It is recommended that the City Council:

1. Conduct a public benefit hearing concerning the proposed special assessments on property located in the Fort Worth Public Improvement District 18 - Tourism (Tourism PID) for Fiscal Year 2021-2022;
2. Adopt the attached ordinance: (1) approving and adopting the fiscal year 2021-2022 budget in the amount of \$3,950,000.00, six-year service plan, assessment plan, and assessment roll (on file with the City Secretary) for the Tourism PID; and (2) levying special assessments on property located within the Tourism PID (SAP and Assessment Ordinance);
3. Direct the City Secretary to record a copy of the SAP and Assessment Ordinance in the real property records of the county in which the properties are located no later than the seventh (7th) day after adoption by the City Council;
4. Adopt the attached appropriation ordinance increasing estimated receipts and appropriations in the Fort Worth Public Improvement District 18 - Tourism Fund for Fiscal Year 2021-2022 in the amount of \$3,950,000.00, from available funds.

DISCUSSION:

On August 29, 2017, the Mayor and City Council adopted Resolution No. 4837-08-2017, establishing the Fort Worth Public Improvement District No. 18, Tourism (Tourism PID). The City Council subsequently approved the expansion of the Tourism PID to include additional hotels on August 18, 2020 (Resolution No. 5264-08-2020), April 13, 2021 (Resolution No. 5382-04-2021), and September 14, 2021 (M&C 17ED PID18EXPANDTPID).

the purpose of this benefit hearing is to receive comments from the public regarding the Fiscal Year 2021-2022 budget and six-year service plan for the Tourism PID and the proposed assessments to be levied on each property in the Tourism PID for the 2021-2022 fiscal year. Following the public hearing, it is recommended that the City Council take the following actions: adopt the attached ordinances (1) approving and adopting the budget, six-year service plan, assessment plan, and assessment roll; (2) levying the proposed assessments; and (3) appropriating funds.

The improvements and services to be provided in the Tourism PID during Fiscal Year 2022 and the associated costs thereof are as follows:

Fiscal Year 2022 Budget

Improvements	Total Budgeted Costs
Incentive & Sales Efforts	\$1,850,125.00
Marketing and Research (Promotion/Advertising)	\$1,363,250.00
Site Visits & Familiarization Tours	\$194,750.00
Cultural Enhancements through Marketing and promotion of the Arts	\$292,125.00
Operations & Administration	\$194,750.00
City Administrative Fee	\$55,000.00
Total Expenses	\$3,950,000.00

The total budgeted costs of the improvements and services are \$3,950,000.00, all of which will be funded by the owners/operators of Tourism PID hotels with 100 or more rooms paying a special assessment at a rate of two percent of revenues they receive from a hotel room. The owners/operators may seek reimbursement in an amount equal to the special assessment from hotel guests, with such reimbursement being a mandatory charge that is subject to state and local hotel tax.

Due to the recent recovery of hotel occupancy in the City of Fort Worth (City), City staff, the Fort Worth Tourism Public Improvement District Corporation (FWTPIDC), and the Fort Worth Convention and Visitors Bureau (FWCVB) have projected an increase for next year's Tourism PID assessment revenue of 41%, or \$1,150,000.00, over the Fiscal Year 2020-2021 updated budget. While this is significant growth over the previous

year, the amount is 13%, or \$593,200.00, less than Fiscal Year 2018-2019 actual collections.

On September 14, 2021, the City Council conducted a public hearing to receive comments on the proposed Fiscal Year 2021-2022 budget, six-year service plan, and 2021 assessments for the Tourism PID (M&C 17ED PID18FY22 BENEFIT). Notice of the September 14, 2021, benefit hearing and this hearing were published in the *Fort Worth Star-Telegram* on August 27, 2021, and mailed to all hotel owners on record in the Tourism PID on August 25, 2021, in accordance with state law.

In fiscal year 2018, the City entered into a contract with the FWTPIDC and the FWCVB to manage the operations of the Tourism PID. The term of this agreement is commensurate with the term of the Tourism PID; thus, the FWTPIDC and the FWCVB will continue to manage the operations of the Tourism PID for Fiscal Year 2021-2022.

The Tourism PID properties are located in ALL COUNCIL DISTRICTS.

A Form 1295 is not required because: This M&C does not request approval of a contract with a business entity.

FISCAL INFORMATION / CERTIFICATION:

The Director of Finance certifies that upon approval of the above recommendations and the adoption of the Fiscal Year 2021-2022 Budget by the City Council, funds will be available in the Fiscal Year 2022 operating budget, as appropriated, of the FWPID #18 - Tourism Fund. Prior to any expenditure being incurred, the Financial Management Services Department has the responsibility to validate the availability of funds.

Submitted for City Manager's Office by: Jay Chapa 5804

Originating Business Unit Head: Robert Sturns 2663

Additional Information Contact: Crystal Hinojosa 7808

Expedited

ORDINANCE NO. 25089-09-2021

AN ORDINANCE APPROVING AND ADOPTING THE FISCAL YEAR 2021-2022 BUDGET, SIX-YEAR SERVICE PLAN, ASSESSMENT PLAN, AND ASSESSMENT ROLL (TO BE KEPT ON FILE WITH THE CITY SECRETARY) FOR PUBLIC IMPROVEMENT DISTRICT 18 - TOURISM; LEVYING SPECIAL ASSESSMENTS FOR THE COSTS OF CERTAIN IMPROVEMENTS AND SERVICES BENEFITTING PROPERTIES IN PUBLIC IMPROVEMENT DISTRICT 18 – TOURISM DURING FISCAL YEAR 2021-2022; SETTING CHARGES AND LIENS AGAINST PROPERTY IN THE DISTRICT AND AGAINST THE OWNERS THEREOF; PROVIDING FOR THE COLLECTION OF THE SPECIAL ASSESSMENTS; PROVIDING FOR DUE DATES, PENALTIES, AND INTEREST; PROVIDING FOR RELIANCE ON ORDINANCE AND RECITALS IN EVENT OF A SUIT; PROVIDING A SEVERABILITY CLAUSE; PROVIDING THAT ORDINANCE IS CUMULATIVE OF ALL NON-CONFLICTING PRIOR ORDINANCES; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Chapter 372 of the Texas Local Government Code (“Code”) authorizes the creation of a public improvement district consisting of non-contiguous territory in which is located hotels meeting certain criteria, with owners/operators of such hotel properties being subject to assessment to pay for the services and benefits provided by the district;

WHEREAS, on August 29, 2017, the City Council of the City of Fort Worth (“City Council”) adopted Resolution No. 4837-08-2017, establishing Public Improvement District No. 18 - Tourism (“PID”) in accordance with Section 372.0035 and other applicable sections of the Code;

WHEREAS, on August 18, 2020, the City Council adopted Resolution No. 5264-08-2020 to expand the PID to include five additional hotels;

WHEREAS, on April 13, 2021, the City Council adopted Resolution No. 5382-04-2021 to further expand the PID to include three additional hotels;

WHEREAS, on September 14, 2021, the City Council adopted a Resolution to further expand the PID to include one additional hotel (M&C 21-0636);

WHEREAS, Section 372.013 of the Act, as recently amended by the 87th Texas Legislature through House Bill No. 1543 (effective September 1, 2021), requires the City Council to annually review and adopt an ordinance approving the Service Plan (“Service Plan”) for the District;

WHEREAS, Sections 372.013 and 372.014 of the Act require the annual Service Plan to (i) cover a period of at least five years; (ii) define the annual indebtedness and the projected costs for improvements; (iii) include an Assessment Plan (“Assessment Plan”); and (iv) include a copy of the notice form required by Section 5.014 of the Texas Property Code (the Service Plan and Assessment Plan are collectively referred to herein as the “Service and Assessment Plan”);

WHEREAS, City Council must review the proposed fiscal year 2021-2022 Service Plan and hold a public hearing to receive comments and pass on any objections to the Assessment Plan raised by any owner of

property located within the District and, at the conclusion of the hearing, levy an assessment for the purpose of providing supplemental services and improvements for the PID;

WHEREAS, the Service and Assessment Plan is attached hereto as Exhibit A and incorporated herein for all purposes;

WHEREAS, City Council desires to approve and adopt the fiscal year 2021-2022 Assessment Roll that was filed with the City Secretary and subject to public inspection in the City's official records prior to the public hearings set forth below ("Assessment Roll");

WHEREAS, the total budgeted cost of the improvements and services in the Service Plan for fiscal year 2021-2022 will be funded by special assessments on the owners/operators of PID hotels with 100 or more rooms, with such assessments being in an amount equal to two percent of revenues that the hotels receive from taxable hotel room night charges and with the names of such hotels being listed in Exhibit B, which is attached hereto and hereby made a part of this Ordinance for all purposes (such properties hereinafter being referred to as "**Hotel Parcels**" and the hotels located thereon being referred to as "**Qualifying Hotels**");

WHEREAS, the Texas Comptroller of Public Accounts has indicated that owners/operators may seek reimbursement in an amount equal to the special assessment from hotel guests, with such reimbursement being a mandatory charge that is subject to state and local hotel tax (Texas Comptroller Opinion Letter 201111277L, November 8, 2011);

WHEREAS, it is proposed that the owners/operators of the Hotel Parcels located in the PID be assessed at a rate of two percent (2%) of the consideration received from occupancy of any sleeping room furnished by Qualifying Hotels, which assessments shall be collected in the same manner and in accordance with the same procedures as those established for collection of the City's hotel occupancy tax, as set forth in Chapter 32, Article II of the City Code;

WHEREAS, the Service and Assessment Plan were previously presented in public hearings conducted by the City Council beginning at 7:00 p.m. on September 14, 2021 (M&C 21-0637) and at 7:00 p.m. on September 21, 2021 in the City Council Chambers in City Hall in the City of Fort Worth, Texas ("**Public Hearings**"); and

WHEREAS, notice of the Public Hearings was published and mailed in accordance with state law, and all persons desiring to be heard were given a full and fair opportunity to be heard at the Public Hearing.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF FORT WORTH, TEXAS:

SECTION 1.

The Public Hearings are hereby closed, and any and all protests and objections, whether herein enumerated or not, are hereby overruled. The Recitals and findings listed above are true and correct and form the basis upon which this Ordinance is being adopted and are incorporated herein by reference.

SECTION 2.

The City Council hereby approves and adopts the Service and Assessment Plan and Assessment Roll. In doing so, the City Council finds that the supplemental services and improvements set forth in the Service Plan are feasible and advisable and will serve the needs and desires of the property owners in the PID.

SECTION 3.

The City Council, from all evidence before it, including all information provided to it and considered in the Public Hearings, finds that the assessments described herein on Hotel Parcels should be made and levied in a manner that results in imposing the costs of the Services on Qualifying Hotels that are similarly benefitted from the provision of those Services. The apportionment of those costs will be based on the special benefits accruing to the Qualifying Hotels on account of the Services provided. As a result, those Qualifying Hotels that sell more guest rooms will pay a greater portion of the costs of the Services because those properties will have received a greater benefit from the promotions and marketing comprising the Services. The City Council further finds that this method of assessment is fair and equitable and results in an apportionment of the costs of the Services that complies with applicable law.

SECTION 4.

In accordance with Section 372.017, Texas Local Government Code, in order to pay the costs of the improvements and services in the Service Plan provided during Fiscal Year 2021-2022, effective October 1, 2021 the City hereby levies a special assessment against owners/operators of the Hotel Parcels in an amount equal to two percent (2%) of the consideration received from the occupancy of any sleeping room furnished by Qualifying Hotels, which assessments shall be collected in the same manner and in accordance with the same procedures as those established for collection of the City's hotel occupancy tax, as set forth in Chapter 32, Article II of the City Code.

SECTION 5.

The assessments levied hereunder, together with reasonable attorney's fees and cost of collection, if incurred, are hereby declared to be and are made a lien upon the Hotel Parcels and Qualifying Hotels, and are a personal liability and charge against the real and true owners of such properties, whether such owners are correctly named herein or not. Such liens shall be and constitute the first enforceable lien and claim against the Hotel Parcels and Qualifying Hotels, superior to all other liens and claims, except state, county, school district and city ad valorem taxes. A copy of this Ordinance may be filed with the County Clerk of each county in which a Hotel Parcel and Qualifying Hotel are located, and when so filed shall constitute complete and adequate legal notice to the public concerning the liens hereby assessed against the respective parcels of property and the owners thereof.

The sums assessed against the Hotel Parcels are due at the same time that hotel occupancy taxes on the Qualifying Hotels located thereon become due, and become delinquent if not paid by the applicable deadlines for hotel taxes remittance established by Chapter 32, Article II of the City Code. The entire amount assessed against each Hotel Parcel shall bear penalty and interest, from and after the

respective due date at the same rate as prescribed Chapter 32, Article II of the City Code, for hotel tax.

SECTION 6.

If default is made in the payment of any assessments, collection thereof may be enforced by suit in any court of competent jurisdiction, and said City may exercise all of its lawful powers to aid in the enforcement and collection of said assessments.

SECTION 7.

The total amount assessed against the respective parcels of property and the owners thereof is in accordance with the proceedings of the City hereto and is permitted by applicable law.

SECTION 8.

Full power to make and levy reassessments and to correct mistakes, errors, invalidities, or irregularities in the assessments are, in accordance with the law in force in this City, vested in the City.

SECTION 9.

In any suit upon any assessment or reassessment, it shall be sufficient to allege the substance of the provision recited in this Ordinance and that the Recitals hereto are in fact true, and further allegations with reference to the proceedings relating to such assessment and reassessment shall not be necessary.

SECTION 10.

Should any portion, section, or part of a section of this Ordinance be declared invalid, inoperative or void for any reason by a court of competent jurisdiction, such decision, opinion, or judgment shall in no way impair the remaining portions, sections, or parts of sections of this Ordinance, which shall remain in full force and effect.

SECTION 11.

This Ordinance shall be cumulative of all other ordinances and appropriations amending the same except in those instances where the provisions of this Ordinance are in direct conflict with such other ordinances and appropriations, in which instance said conflicting provisions of said prior ordinances and appropriations are hereby expressly repealed.

SECTION 12.

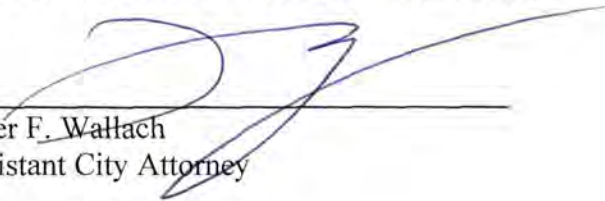
The City Secretary is directed to cause a copy of this Ordinance to be recorded in the real property records of each county in which a Hotel Parcel and Qualifying Hotel are located, no later than the seventh (7th) day after the adopted date of this Ordinance.

SECTION 13.

This Ordinance takes effect and will be in full force and effect from and after the date of its passage.

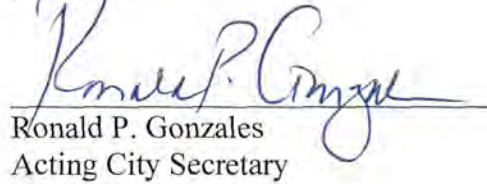
AND IT IS SO ORDAINED.

APPROVED AS TO FORM AND LEGALITY:



Tyler F. Wallach
Assistant City Attorney

ATTEST:



Ronald P. Gonzales
Acting City Secretary

M&C: 21-0707

Adopted: September 21, 2021



EXHIBIT "A"
SERVICE AND ASSESSMENT PLAN

City of Fort Worth
Six Year Service Plan
Public Improvement District No. 18 - Tourism

	<u>FY21/22</u>	<u>FY22/23</u>	<u>FY23/24</u>	<u>FY24/25</u>	<u>FY25/26</u>	<u>FY26/27</u>
REVENUES						
PID Assessments	\$ 3,950,000	\$ 4,345,000	\$ 4,562,250	\$ 4,790,363	\$ 4,958,026	\$ 5,131,557
Total Funds Available for Use	\$ 3,950,000	\$ 4,345,000	\$ 4,562,250	\$ 4,790,363	\$ 4,958,026	\$ 5,131,557
EXPENSES						
Incentives & Sales Efforts	\$ 1,850,125	\$ 2,037,750	\$ 2,140,944	\$ 2,249,297	\$ 2,328,937	\$ 2,411,365
Marketing and Research (Promotion/ Advertising)	1,363,250	1,501,500	1,577,538	1,657,377	1,716,059	1,776,795
Site Visits & Familiarization Tours	194,750	214,500	225,363	236,768	245,151	253,828
Cultural Enhancements through Marketing and promotion of the Arts	292,125	321,750	338,044	355,152	367,727	380,742
Operations & Administration	194,750	214,500	225,361	236,769	245,152	253,827
City Administrative Fee	55,000	55,000	55,000	55,000	55,000	55,000
Total Budgeted Expenses	\$ 3,950,000	\$ 4,345,000	\$ 4,562,250	\$ 4,790,363	\$ 4,958,026	\$ 5,131,557
Contribution to Fund Balance	-	-	-	-	-	-
Total Expenses	\$ 3,950,000	\$ 4,345,000	\$ 4,562,250	\$ 4,790,363	\$ 4,958,026	\$ 5,131,557
Net Change in Fund Balance						
Fund Balance, Beginning of Year Estimated	2,834,045	2,834,045	2,834,045	2,834,045	2,834,045	2,834,045
Estimated Fund Balance, End of Year	2,834,045	2,834,045	2,834,045	2,834,045	2,834,045	2,834,045
Reserve Requirement	724,312	760,527	798,554	826,503	856,431	855,431
Over (Under) Reserve	\$ 2,109,733	\$ 2,073,518	\$ 2,035,491	\$ 2,007,542	\$ 1,978,614	\$ 1,978,614

Assessment Plan

The total budgeted costs of the Services will be funded by special assessments on the owners/operators of Tourism PID hotels with 100 or more rooms, with such assessments being in an amount equal to two percent of the consideration received from occupancy of any sleeping room furnished by qualifying hotels. The assessments will be collected in the same manner and in accordance with the same procedures as those established for collection of the City's hotel occupancy tax, as set forth in Chapter 32, Article II of the City Code. The current names and addresses of the qualifying hotels that are subject to assessment, along with the ordinance levying such assessments, are on file with the City Secretary of the City of Fort Worth.

Notice Form for Hotel Properties

NOTICE OF OBLIGATION TO PAY IMPROVEMENT DISTRICT ASSESSMENT
TO THE CITY OF FORT WORTH, TEXAS
CONCERNING THE FOLLOWING HOTEL PROPERTY
(insert property address)

As the purchaser of the real property described above, you are obligated to pay assessments to the City of Fort Worth, Texas, for the costs of a portion of a public improvement or services project (the "Authorized Services") undertaken for the benefit of the property within Fort Worth Public Improvement District No. 18 - Tourism (the "District") created under Subchapter A, Chapter 372, Local Government Code.

AN ASSESSMENT HAS BEEN LEVIED AGAINST YOUR PROPERTY FOR THE AUTHORIZED SERVICES, WHICH MUST BE PAID IN FULL WITH EVERY PAYMENT BY THE HOTEL OF LOCAL HOTEL OCCUPANCY TAX REMITTANCES TO THE MUNICIPALITY. YOUR FAILURE TO PAY THE ASSESSMENT MAY RESULT IN PENALTIES AND INTEREST BEING ADDED TO WHAT YOU OWE, AND MAY INCLUDE THE PURSUIT OF ANY OTHER REMEDY THAT IS AUTHORIZED UNDER SECTION 372.0035(d), LOCAL GOVERNMENT CODE.

Information about the calculation of the assessment may be obtained from the City of Fort Worth, Texas. The exact assessment rate will be approved each year by the Fort Worth City Council in the annual service plan update for the District. More information about the assessments, including the assessment rate and due dates, may be obtained from the City Secretary. The undersigned purchaser acknowledges receipt of this notice before the effective date of a binding contract for the purchase of the real property at the address described above.

Date: _____

Signature of Purchaser

EXHIBIT B
QUALIFYING HOTELS IN THE TOURISM PID

Tourism PID Hotels

Account Name	Address	City, State, Zip	RMS
AC Hotel Fort Worth - Downtown	610 Main St	Fort Worth, TX 76102	252
Aloft Downtown Fort Worth	300 Throckmorton	Fort Worth, TX 76102	180
American Airlines Training and Conference Center	4801 State Hwy 360	Fort Worth, TX 76155	299
Autograph Collection Downtown Fort Worth	512 Main St.	Fort Worth, TX 76102	165
Budget Suites of America - Fossil Creek	3500 NE Loop 820	Fort Worth, TX 76137	366
Candlewood Suites - DFW South	4200 Reggis Drive	Fort Worth, TX 76155	174
Courtyard by Marriott - Alliance	3001 Amador Dr.	Fort Worth, TX 76244	127
Courtyard by Marriott - Blackstone	609 Main Street	Fort Worth, TX 76102	203
Courtyard by Marriott - Fossil Creek	3751 NE Loop 820	Fort Worth, TX 76137	154
Courtyard by Marriott - Stockyards	2537 Main St.	Fort Worth, TX 76164	124
Courtyard by Marriott - University Drive	3150 Riverfront	Fort Worth, TX 76107	130
Courtyard by Marriott - West at Cityview	6400 Overton Ridge Boulevard	Fort Worth, TX 76132	104
Dalworth Inn	812 E. Felix Street	Fort Worth, TX 76115	120
DFW Airport Marriott South	4151 Centreport Boulevard	Fort Worth, TX 76156	295
DFW Marriott Hotel and Golf Club at Champions Circle	3300 Championship Pkwy	Fort Worth, TX 76177	286
Embassy Suites Hotel - Downtown Fort Worth	600 Commerce Street	Fort Worth, TX 76102	166
Extended Stay America - City View	5065 Bryant Irvin Rd	Fort Worth, TX 76132	104
Fairfield Inn & Suites Downtown	1010 Houston	Fort Worth, TX 76102	110
Fairfield Inn & Suites Fossil Creek	3701 NE Loop 820	Fort Worth, TX 76137	106
Hampton Inn and Suites - West/1-30	2700 Green Oaks	Fort Worth, TX 76116	105
Hampton Inn and Suites - DFW South	4201 Reggis Court	Fort Worth, TX 76155	116
Hampton Inn and Suites Downtown Fort Worth	1001 Commerce St.	Fort Worth, TX 76102	245
Hilton Fort Worth	815 Main Street	Fort Worth, TX 76102	294
Hilton Garden Inn - Fort Worth Alliance Airport	2600 Westport Parkway	Fort Worth, TX 76177	127
Hilton Garden Inn - Medical Center	912 Northton Street	Fort Worth, TX 76104	157
Holiday Inn - DFW Airport South	14320 Centre Station Road	Fort Worth, TX 76155	143

Holiday Inn Express - Downtown	1111 W Lancaster	Fort Worth, TX 76102	132
Holiday Inn North - Fossil Creek	4835 Gemini Place	Fort Worth, TX 76106	126
Home2 Suites by Hilton - Cultural District	3000 & 3012 W Lancaster Ave	Fort Worth, TX 76107	114
Homewood Suites - Fossil Creek	3701 Tanacross	Fort Worth, TX 76137	137
Homewood Suites - Medical Center	2200 Charlie Lane	Fort Worth, TX 76104	157
Hotel Drover, Autograph Collection	200 Mule Alley Drive	Fort Worth, TX 76164	200
Hyatt Place - Alliance Town Center	3201 Alliance Town Center	Fort Worth, TX 76177	130
Hyatt Place - Cityview	5900 Cityview Street	Fort Worth, TX 76132	127
Hyatt Place - Stockyards	132 E Exchange	Fort Worth, TX 76164	100
Hyatt Place - TCU	2500 West Berry Street	Fort Worth, TX 76109	127
Kimpton Hotel	714 Main St	Fort Worth, TX 76102	232
La Quinta Inn and Suites - Fort Worth North	2501 Polaris Dr	Fort Worth, TX 76137	133
La Quinta Inn and Suites - Southwest	6100 Overton Ridge	Fort Worth, TX 76132	128
Omni Fort Worth Hotel	1300 Houston	Fort Worth, TX 76102	614
Quality Inn and Suites - Cattle Baron	2700 S Cherry Lane	Fort Worth, TX 76116	109
Radisson - Fort Worth South Hotel	100 Alta Mesa East	Fort Worth, TX 76134	247
Radisson Hotel - Fort Worth Fossil Creek	2540 Meacham Street	Fort Worth, TX 76106	247
Residence Inn - Alliance Airport	13400 North Freeway	Fort Worth, TX 76177	111
Residence Inn - Cultural District	2500 Museum Way	Fort Worth, TX 76107	150
Residence Inn - Fossil Creek	5801 Sandshell Drive	Fort Worth, TX 76137	114
Residence Inn - Waterside	5825 Arborlawn Drive	Fort Worth, TX 76109	119
Sandman Signature Hotel	810 Houston Street	Fort Worth, TX 76102	240
Sheraton Fort Worth Hotel and Spa	1601 Commerce Street	Fort Worth, TX 76102	429
SpringHill Suites by Marriott - Stockyards	2315 N Main St	Fort Worth, TX 76164	170
SpringHill Suites by Marriott - University	3250 Lovell Street	Fort Worth, TX 76107	145
Stay Express Hotel Fort Worth	2000 Beach Street	Fort Worth, TX 76103	168
TownePlace Suites Downtown	801 E Belknap	Fort Worth, TX 76102	140
TownePlace Suites University	3450 W Vickery	Fort Worth, TX 76107	128
WoodSpring Suites Fort Worth	3501 NE Loop 820	Fort Worth, TX 76137	121

Worthington Renaissance Hotel	200 Main Street	Fort Worth, TX 76102	504
-------------------------------	-----------------	----------------------	-----

ORDINANCE NO. 25090-09-2021

AN ORDINANCE INCREASING ESTIMATED RECEIPTS AND APPROPRIATIONS IN THE FISCAL YEAR 2021-2022 FORT WORTH PUBLIC IMPROVEMENT DISTRICT 18 – TOURISM IN THE AMOUNT OF \$3,950,000.00, FROM AVAILABLE FUNDS, FOR THE PURPOSE OF PROVIDING IMPROVEMENTS AND SERVICES TO THE PUBLIC IMPROVEMENT DISTRICT 18-TOURISM; PROVIDING FOR A SEVERABILITY CLAUSE; MAKING THIS ORDINANCE CUMULATIVE OF PRIOR ORDINANCES; REPEALING ALL ORDINANCES IN CONFLICT HERewith; AND PROVIDING AN EFFECTIVE DATE.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF FORT WORTH, TEXAS:

SECTION 1.

That in addition to those amounts allocated to the various City departments for Fiscal Year 2021-2022 in the Budget of the City Manager, there shall also be increased estimated receipts and appropriations in the Fiscal Year 2021-2022 Fort Worth Public Improvement District 18 – Tourism in the amount of \$3,950,000.00, from available funds, for the purpose of providing improvements and services to the Public Improvement District 18-Tourism during Fiscal Year 2021-2022.

SECTION 2.

That should any portion, section or part of a section of this ordinance be declared invalid, inoperative or void for any reason by a court of competent jurisdiction, such decision, opinion or judgment shall in no way impair the remaining portions, sections, or parts of sections of this ordinance, which said remaining provisions shall be and remain in full force and effect.

SECTION 3.

That this ordinance shall be incorporated into the ordinance effecting the budget of the municipal government of the City of Fort Worth for the ensuing Fiscal Year beginning October 1, 2021, and ending September 30, 2022, and all other ordinances and appropriations amending the same except in those instances where the provisions of this ordinance are in direct conflict with such other ordinances and appropriations, in which instance said conflicting provisions of said prior ordinances and appropriations are hereby expressly repealed.

SECTION 4.

This ordinance shall take effect upon adoption.

APPROVED AS TO FORM AND LEGALITY:

Tyler Wallach

Assistant City Attorney

CITY SECRETARY

Ronald P. Gonzales

Ronald P. Gonzales
Acting City Secretary



ADOPTED AND EFFECTIVE: September 21, 2021

A Resolution

NO. 5382-04-2021

**AUTHORIZING AND EXPANDING FORT WORTH PUBLIC
IMPROVEMENT DISTRICT NO. 18 (TOURISM PID) TO INCLUDE
ADDITIONAL HOTELS AND TAKING CERTAIN OTHER ACTIONS
CONCERNING THE DISTRICT AND CORRECTING THE SUFFICIENCY
PERCENTAGES ASSOCIATED WITH THE PRIOR TOURISM PID
EXPANSION PETITION**

WHEREAS, the Public Improvement District Assessment Act, Chapter 372 of the Texas Local Government Code (“Act”) allows for the establishment of public improvement districts;

WHEREAS, on August 29, 2017, the City Council adopted Resolution No. 4837-08-2017, establishing Fort Worth Public Improvement District 18 – Tourism (“Tourism PID”) (“Establishing Resolution”);

WHEREAS, Section 372.0121 of the Code allows the City Council to include additional properties in the Tourism PID if (i) the property is a hotel and (ii) the property could have been included in the Tourism PID without violating Section 372.005 (b-1) of the Code when the Tourism PID was created regardless of whether the record owners of the property signed the original petition;

WHEREAS, with regard to the second element, the Code requires the petition to be signed by the (1) record owners of taxable real property liable for assessment that constitute more than 60.00% of the appraised value and (2) more than 60% of (i) all record owners liable for assessment or (ii) area of all taxable property liable for assessment within the Tourism PID;

WHEREAS, on August 18, 2020, the City Council adopted Resolution No. 5264-08-2020, expanding the boundaries of the Tourism PID (“Tourism PID”) (“Expansion Resolution”);

WHEREAS, in the Expansion Resolution, the sufficiency percentages for the Tourism PID expansion petition (“Expansion Petition”) were found to be sufficient because the addition of the new hotel properties did not result in the percentages dropping at or below 60%;

WHEREAS, however, the property owner(s) for the Hyatt Place TCU, 2500 W. Berry Street, was counted as not having signed the Expansion Petition when, in fact, the owner(s) did sign (*See* the Expansion Petition attached to Mayor and Council Communication 20-0551);

WHEREAS, when factoring in the signed petition for the Hyatt Place TCU, the petition sufficiency percentages for the Expansion Petition should have been as

follows: (1) 74.9% of the appraised value of taxable real property liable for assessment, (2) 61.1% of record owners of taxable real property liable for assessment, and (3) 65.7% of the area of all taxable real property liable for assessment;

WHEREAS, another expansion petition (“Petition”) was submitted to the City of Fort Worth, Texas (“City”), pursuant to the Act, requesting to expand the Tourism boundaries to include additional hotel properties within Tourism PID and has been on file in the office of the City Secretary for public inspection;

WHEREAS, pursuant to Section 372.009 of the Act, the City provided notice and publication of public hearings to be conducted on April 6, 2021 and April 13, 2021 to consider the expansion of the Tourism PID (“Public Hearings”), which notice and publication included the following: (i) time and place of the public hearing; (ii) general nature of the proposed improvements and services; (iii) estimated costs of the improvements and services; (iv) expanded boundaries of the Tourism PID; (v) proposed method of assessment; and (vi) proposed apportionment of cost between the additional hotel properties in Tourism PID and the City;

WHEREAS, notice of the Public Hearing was published on March 19, 2021 in the Fort Worth *Star-Telegram*, a newspaper of general circulation in the City, and was also mailed March 18, 2021 to all record owners of property in the Tourism PID liable for assessment, and all persons desiring to be heard were given a full and fair opportunity to be heard at the Public Hearing;

WHEREAS, the City Council conducted and adjourned the Public Hearing to consider the expansion of the Tourism PID; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FORT WORTH, TEXAS:

1. Recitals.

The findings set forth in the recitals of this Resolution are found to be true and correct.

2. Correction to Expansion Petition.

2.1 Expansion Petition. Based on the recitals set forth above, the City Council hereby finds that the Expansion Petition remains sufficient and that the percentages are, and should always have, resulted in an increase to: (1) 74.9% of the appraised value of taxable real property liable for assessment, (2) 61.1% of record owners of taxable real property liable for assessment, and (3) 65.7% of the area of all taxable real property liable for assessment.

3. Findings.

The City Council, after duly considering the evidence and testimony presented at the Public Hearings and based on all information known by the City Council, hereby makes the following findings:

3.1 Petition and Boundaries.

- (a) The current boundaries of the Tourism PID consist of noncontiguous areas authorized under Section 372.0035 of the Act consisting solely of hotel properties with 100 or more rooms ordinarily used for sleeping within the City of Fort Worth. A list of the original and additional hotels that are included within the boundaries of the Tourism PID is included in the Establishing Resolution and Expansion Resolution, respectively.
- (b) Section 372.0121 of the Act allows the City Council to include additional properties in the Tourism PID if (i) the property is a hotel and (ii) the property could have been included in the Tourism PID without violating Section 372.005(b-1) of the Code when the Tourism PID was created regardless of whether the record owners of the property signed the original petition. As evidenced below, the hotel properties set forth in Exhibit "A", which is attached hereto and incorporated herein for all purposes ("Additional Hotel Properties"), meet the necessary elements for inclusion into the Tourism PID.

 - (i) The Additional Hotel Properties to be included in the Tourism PID as part of this Resolution are all hotel properties.
 - (ii) City Council found that the Original Petition and Expansion Petition for the Tourism PID were sufficient because they had been signed by record owners of taxable real property liable for assessment that constituted: (a) 74.9% of the appraised value, (2) 61.1% of record owners, and (3) 65.7% of the area of all taxable real property liable for assessment. The property owners, or their duly authorized representatives, for all of the Additional Hotel Properties have each signed a petition requesting inclusion within the Tourism PID. This results in an increase to (1) 75.7% of appraised value of taxable real property liable for assessment, (2) 63.2% of record owners of taxable real property liable for assessment, and (3) 66.9% for the area of all taxable real property liable for assessment.

3.2 Advisability and Feasibility of the Improvements and Services Proposed for the Tourism PID. It is advisable to expand the Tourism PID to include the Additional Hotel Properties set forth herein to provide the proposed improvements and services described in the Petition and this Resolution. The improvements and services will promote the interests of the City and confer a special benefit on the assessed properties within the Tourism PID. The Fort Worth Convention and Visitor's Bureau staff performed an analysis of the

Tourism PID, its service plan and strategies, and concluded that it provides a very effective means for significantly enhancing the ability of Fort Worth to promote its hotel, convention, and tourism activity, which has been borne out since the Tourism PID's establishment. Based on this analysis and the successful history of the Tourism PID, the City finds the proposed tourism public improvement district to be both advisable and feasible.

3.3 Nature of the Improvements and Services. The general nature of the proposed improvements and services to be provided within the expanded boundaries of Tourism PID include, without limitation, marketing, business recruitment, and promotional activities authorized by the Act for improvements and promotion of the Tourism PID, including, but not limited to, the provision of incentives by the Fort Worth Convention and Visitors Bureau to organizations to encourage them to bring large and city-wide events (including, without limitation, meetings, sporting, recreation, and cultural events) to Fort Worth and to fund additional marketing by the Fort Worth Convention and Visitors Bureau to increase hotel stays within the City.

3.4 Estimated Cost of the Improvements and Services. Over the seven (7) year period beginning on October 1, 2020 and ending on the expiration of the Tourism PID as provided in Section 4, the estimated total cost of the improvements and services to be provided by the Tourism PID will be \$29,555,000.00, which includes an estimated cost of \$2,800,000.00 for the 2020-2021 fiscal year.

For the 2020-2021 fiscal year, the estimated cost of the above-referenced improvements and services, and estimated costs to implement such improvements and services is:

Incentives and Sales Efforts	\$1,262,000
Marketing and Research (Promotion/Advertising)	\$972,000
Site Visits & Familiarization Tours	\$ 81,000
Cultural Enhancements through Marketing and Promotion of the Arts	\$257,200
Operations and Administration	\$173,000
City Administrative Fee	\$55,000
Total	\$2,800,000

Such estimated costs are reasonable and appropriate. The estimated costs of improvements and services provided in the 2020-2021 fiscal year will be determined in a subsequent annual budget and service plan for the Tourism PID to be approved by the City Council on April 13, 2021, in accordance with Chapter 372 of the Act. Such costs will be paid from assessments levied in accordance

with Chapter 372 of the Act. The seven-year service plan proposed for the Tourism PID is attached hereto as **“Exhibit B”** (“Service Plan”) and incorporated herein for all purposes. The Service Plan, budget, and assessment amount are subject to annual review and approval by the City Council.

3.5. Method of Assessment. The costs of the improvements and services will be funded from assessments levied on and collected from properties located in the Tourism PID that contain hotels of one hundred (100) or more guest rooms and that are subject to payment of City hotel occupancy taxes pursuant to Chapter 32, Article II of the City Code, as amended. The City will levy a special assessment against the new hotel properties located within the expanded boundaries of the Tourism PID (“Hotel Parcel”) in an amount equal to two percent (2%) of the consideration received for occupancy of any sleeping rooms furnished by a hotel located on a Hotel Parcel (subject to any lawful exemption of the hotel occupancy tax under applicable state law and City ordinances), with such assessments to be collected in the same manner and in accordance with the same procedures as those established for collection of the City’s hotel occupancy tax, as set forth in Chapter 32, Article II of the City Code, as amended. The collection of assessments for the Additional Hotel Properties will be made at the same time hotel occupancy taxes are collected on and after the date that the Additional Hotel Properties are included in the Tourism PID. The City Council hereby finds that the proposed method of assessment is reasonable and necessary.

3.6. Apportionment of Costs Between the Tourism PID and the City, as a Whole. The apportionment of costs between the Tourism PID, inclusive of the Additional Hotel Properties, and the City, as a whole, is as follows:

- (a) The entire cost of each improvement and service will be paid from assessments levied in accordance with Chapter 372 of the Act.
- (b) No City funds will be used to pay any portion of the cost of any improvement or service, unless such funding is approved from the City Council or other appropriate municipal authority on a case-by-case basis.

4. Inclusion of Additional Hotel Properties within the Tourism PID; Term.

Based on the findings set forth above, the City Council authorizes the expansion of the boundaries of the Tourism PID to include the Additional Hotel Properties. The inclusion of the Additional Hotel Properties within the Tourism PID takes effect on the date on which this Resolution is published in a newspaper of general circulation in the City in accordance with Section 372.010(b) of the Act and will expire concurrently with the expiration date set forth in Section 3 of the Establishing Resolution. The expansion of the Tourism PID is subject to all conditions, limitations, and reservations set forth in the findings in Sections 2 and 3. All other provisions of this Resolution will be effective from and after adoption of this Resolution.

5. Advisory Body.

The City Council hereby declines to appoint an advisory body for the expanded Tourism PID boundaries pursuant to Section 372.008 of the Act. The City Council hereby reserves the right to assign responsibility for preparation of the ongoing service plan for the PID to another entity in the absence of such an advisory body, as authorized by Section 372.013(a) of the Act.

6. Publication.

The City Secretary is hereby directed to publish notice of the City Council's authorization to establish the PID once in a newspaper of general circulation in the City.

ADOPTED this 13th day of April 2021.

ATTEST:

Mary J. Kayser

Mary J. Kayser, City Secretary



EXHIBIT A
Expanded Boundaries of the Tourism PID
(Additional Hotel Properties)

Account Name	Address	City, State, Zip	RMS
Home2 Suites – Cultural District	3000 and 3012 W Lancaster Avenue	Fort Worth, TX 76107	114
Hotel Drover	200 Mule Alley Drive	Fort Worth, TX 76164	200
Residence Inn Waterside – Fort Worth Southwest	5825 Arborlawn Drive	Fort Worth, TX 76109	119

EXHIBIT B Service Plan

**City of Fort Worth
Seven Year Service Plan (Mid-Year)
Public Improvement District No. 18 - Tourism**

	FY 20/21	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26	FY26/27
REVENUES							
PID Assessments	\$ 2,800,000	\$ 3,515,000	\$ 4,100,000	\$ 4,430,000	\$ 4,685,000	\$ 4,915,000	\$ 5,110,000
Total Funds Available for Use	\$ 2,800,000	\$ 3,515,000	\$ 4,100,000	\$ 4,430,000	\$ 4,685,000	\$ 4,915,000	\$ 5,110,000
EXPENSES							
Incentives & Sales Efforts	\$ 1,262,000	\$ 1,643,500	\$ 1,821,375	\$ 2,078,125	\$ 2,199,250	\$ 2,308,500	\$ 2,401,125
Marketing and Research (Promotion/ Advertising)	972,000	1,211,000	1,415,750	1,531,250	1,620,500	1,701,000	1,769,250
Site Visits & Familiarization Tours	81,000	173,000	202,250	218,750	231,500	243,000	252,750
Cultural Enhancements through Marketing and promotion of the Arts	257,000	259,500	303,375	328,125	347,250	364,500	379,125
Operations & Administration	173,000	173,000	202,250	218,750	231,500	243,000	252,750
City Administrative Fee	55,000	55,000	55,000	55,000	55,000	55,000	55,000
Total Budgeted Expenses	\$ 2,800,000	\$ 3,515,000	\$ 4,100,000	\$ 4,430,000	\$ 4,685,000	\$ 4,915,000	\$ 5,110,000
Contribution to Fund Balance	-	-	-	-	-	-	-
Total Expenses	\$ 2,800,000	\$ 3,515,000	\$ 4,100,000	\$ 4,430,000	\$ 4,685,000	\$ 4,915,000	\$ 5,110,000
Net Change in Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fund Balance, Beginning of Year (Estimated Yrs 2-5)	2,671,122	2,671,122	2,671,122	2,671,122	2,671,122	2,671,122	2,671,122
Estimated Fund Balance, End of Year	2,671,122	2,671,122	2,671,122	2,671,122	2,671,122	2,671,122	2,671,122
Reserve Requirement	533,439	683,470	738,481	780,990	819,331	851,837	851,837
Over (Under) Reserve	\$ 2,137,683	\$ 1,987,652	\$ 1,932,641	\$ 1,890,132	\$ 1,851,791	\$ 1,819,285	\$ 1,819,285

A Resolution

NO. 5264-08-2020

AUTHORIZING AND EXPANDING FORT WORTH PUBLIC IMPROVEMENT DISTRICT NO. 18 (TOURISM PID) TO INCLUDE ADDITIONAL HOTELS AND TAKING CERTAIN OTHER ACTIONS CONCERNING THE DISTRICT

WHEREAS, the Public Improvement District Assessment Act, Chapter 372 of the Texas Local Government Code (“Act”) allows for the establishment of public improvement districts;

WHEREAS, on August 29, 2017, the City Council adopted Resolution No. 4837-08-2017, establishing Fort Worth Public Improvement District 18 – Tourism (“Tourism PID”) (“Establishing Resolution”);

WHEREAS, a petition (“Petition”) was submitted to the City of Fort Worth, Texas (“City”), pursuant to the Act, requesting to expand the Tourism boundaries to include additional hotel properties within Tourism PID and has been on file in the office of the City Secretary for public inspection;

WHEREAS, pursuant to Section 372.009 of the Act, the City provided notice and publication of a public hearing to be conducted on August 18, 2020 to consider the expansion of the Tourism PID (“Public Hearing”), which notice and publication included the following: (i) time and place of the public hearing; (ii) general nature of the proposed improvements and services; (iii) estimated costs of the improvements and services; (iv) expanded boundaries of the Tourism PID; (v) proposed method of assessment; and (vi) proposed apportionment of cost between the additional hotel properties in Tourism PID and the City;

WHEREAS, notice of the Public Hearing was published on August 2, 2020 in the Fort Worth *Star-Telegram*, a newspaper of general circulation in the City, and was also mailed on July 31, 2020 to all record owners of property in the Tourism PID liable for assessment, and all persons desiring to be heard were given a full and fair opportunity to be heard at the Public Hearing;

WHEREAS, the City Council conducted and adjourned the Public Hearing to consider the expansion of the Tourism PID; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FORT WORTH, TEXAS:

1. Recitals.

The findings set forth in the recitals of this Resolution are found to be true and correct.

2. **Findings.**

The City Council, after duly considering the evidence and testimony presented at the Public Hearing and based on all information known by the City Council, hereby makes the following findings:

2.1 **Petition and Boundaries.**

- (a) The current boundaries of the Tourism PID consist of noncontiguous areas authorized under Section 372.0035 of the Act consisting solely of hotel properties with 100 or more rooms ordinarily used for sleeping within the City of Fort Worth. A list of the original hotels that are included within the boundaries of the Tourism PID is included in the Establishing Resolution.
- (b) Section 372.0121 of the Act allows the City Council to include additional properties in the Tourism PID if (i) the property is a hotel and (ii) the property could have been included in the Tourism PID without violating Section 372.005(b-1) of the Code when the Tourism PID was created regardless of whether the record owners of the property signed the original petition. As evidenced below, the hotel properties set forth in **Exhibit "A"**, which is attached hereto and incorporated herein for all purposes ("Additional Hotel Properties"), meet the necessary elements for inclusion into the Tourism PID.
 - (i) The Additional Hotel Properties to be included in the Tourism PID as part of this Resolution are all hotel properties.
 - (ii) The City Council found that the original petition for the Tourism PID was sufficient because it had been signed by record owners of taxable real property liable for assessment that constituted: (a) 73.13% of the appraised value of taxable real property liable for assessment and (b) 62.96% of the area of all taxable real property liable for assessment (*see* Establishing Resolution). The property owners, or their duly authorized representatives, for all of the Additional Hotel Properties have each signed a petition requesting inclusion within the Tourism PID. This results in an increase to 73.9% of appraised value of taxable real property liable for assessment and 64.4% for the area of all taxable real property liable for assessment.

2.2 Advisability and Feasibility of the Improvements and Services Proposed for the Tourism PID. It is advisable to expand the Tourism PID to include the Additional Hotel Properties set forth herein to provide the proposed improvements and services described in the Petition and this Resolution. The improvements and services will promote the interests of the City and confer a special benefit on the assessed properties within the

Tourism PID. The Fort Worth Convention and Visitor's Bureau staff performed an analysis of the Tourism PID, its service plan and strategies, and concluded that it provides a very effective means for significantly enhancing the ability of Fort Worth to promote its hotel, convention, and tourism activity, which has been borne out since the Tourism PID's establishment. Based on this analysis and the successful history of the Tourism PID, the City finds the proposed tourism public improvement district to be both advisable and feasible.

2.3 Nature of the Improvements and Services. The general nature of the proposed improvements and services to be provided within the expanded boundaries of Tourism PID include, without limitation, marketing, business recruitment, and promotional activities authorized by the Act for improvements and promotion of the Tourism PID, including, but not limited to, the provision of incentives by the Fort Worth Convention and Visitors Bureau to organizations to encourage them to bring large and city-wide events (including, without limitation, meetings, sporting, recreation, and cultural events) to Fort Worth and to fund additional marketing by the Fort Worth Convention and Visitors Bureau to increase hotel stays within the City.

2.4 Estimated Cost of the Improvements and Services. Over the seven (7) year period beginning on October 1, 2020 and ending on the expiration of the Tourism PID as provided in Section 3, the estimated total cost of the improvements and services to be provided by the Tourism PID will be \$37,220,037.00, which includes an estimated cost of \$4,178,453.00 for the 2020-2021 fiscal year.

For the 2020-2021 fiscal year, the estimated cost of the above-referenced improvements and services, and estimated costs to implement such improvements and services is:

Incentives and Sales Efforts	\$1,855,554
Marketing and Research (Promotion/Advertising)	\$1,443,208
Site Visits & Familiarization Tours	\$ 309,259
Cultural Enhancements through Marketing and Promotion of the Arts	\$309,259
Operations and Administration	\$206,173
City Administrative Fee	\$55,000
Total	\$4,178,453

Such estimated costs are reasonable and appropriate. The estimated costs of improvements and services provided in the 2020-2021 fiscal year will be determined in a

subsequent annual budget and service plan for the Tourism PID to be approved by the City Council on August 25, 2020, in accordance with Chapter 372 of the Act. Such costs will be paid from assessments levied in accordance with Chapter 372 of the Act. The seven-year service plan proposed for the Tourism PID is attached hereto as **“Exhibit B”** (“Service Plan”) and incorporated herein for all purposes. The Service Plan budget and assessment amount are subject to annual review and approval by the City Council.

2.5. Method of Assessment. The costs of the improvements and services will be funded from assessments levied on and collected from properties located in the Tourism PID that contain hotels of one hundred (100) or more guest rooms and that are subject to payment of City hotel occupancy taxes pursuant to Chapter 32, Article II of the City Code, as amended. The City will levy a special assessment against the new hotel properties located within the expanded boundaries of the Tourism PID (“Hotel Parcel”) in an amount equal to two percent (2%) of the consideration received for occupancy of any sleeping rooms furnished by a hotel located on a Hotel Parcel (subject to any lawful exemption of the hotel occupancy tax under applicable state law and City ordinances), with such assessments to be collected in the same manner and in accordance with the same procedures as those established for collection of the City’s hotel occupancy tax, as set forth in Chapter 32, Article II of the City Code, as amended. The collection of assessments will be made at the same time hotel occupancy taxes are collected on and after October 1, 2020. The City Council hereby finds that the proposed method of assessment is reasonable and necessary.

2.6. Apportionment of Costs Between the Tourism PID and the City, as a Whole. The apportionment of costs between the Tourism PID, inclusive of the Additional Hotel Properties, and the City, as a whole, is as follows:

- (a) The entire cost of each improvement and service will be paid from assessments levied in accordance with Chapter 372 of the Act.
- (b) No City funds will be used to pay any portion of the cost of any improvement or service, unless such funding is approved from the City Council or other appropriate municipal authority on a case-by-case basis.

3. Inclusion of Additional Hotel Properties within the Tourism PID; Term.

Based on the findings set forth above, the City Council authorizes the expansion of the boundaries of the Tourism PID to include the Additional Hotel Properties. The inclusion of the Additional Hotel Properties within the Tourism PID takes effect on the date on which this Resolution is published in a newspaper of general circulation in the City in accordance with Section 372.010(b) of the Act and will expire concurrently with the expiration date set forth in Section 3 of the Establishing Resolution. The expansion of the Tourism PID is subject to all conditions, limitations, and reservations set forth in the findings in Section 2. All other provisions of this Resolution shall be effective from and after adoption of this Resolution.

4. **Advisory Body.**

The City Council hereby declines to appoint an advisory body for the expanded Tourism PID boundaries pursuant to Section 372.008 of the Act. The City Council hereby reserves the right to assign responsibility for preparation of the ongoing service plan for the PID to another entity in the absence of such an advisory body, as authorized by Section 372.013(a) of the Act.

5. **Publication.**

The City Secretary is hereby directed to publish notice of the City Council's authorization to establish the PID once in a newspaper of general circulation in the City.

ADOPTED this 18th day of August 2020.

ATTEST:

Mary J. Kayser

Mary J. Kayser, City Secretary



EXHIBIT A
Expanded Boundaries of the Tourism PID
(Additional Hotel Properties)

Account Name	Address	City, State, Zip	RMS
Moon Hotel Alliance, Hyatt Place	3201 Alliance Town Center	Fort Worth, TX 76117	130
OGC Main Street, Spring Hill Suites	2315 N. Main Street	Fort Worth, TX 76164	170
AC Hotel Fort Worth Downtown	101 West 5 th Street/610 Main Street	Fort Worth, TX 76102	252
Kimpton Hotel	714 Main Street	Fort Worth, TX 76102	232
Hyatt Place Fort Worth, TCU	2500 West Berry Street	Fort Worth, TX 76109	127

EXHIBIT B Service Plan

Fort Worth Tourism Public Improvement District

Fiscal Year	2021	2022	2023	2024	2025	2026	2027	7- Year
TPID Collections	\$ 4,178,453	\$ 4,746,249	\$ 5,102,218	\$ 5,408,351	\$ 5,678,768	\$ 5,934,313	\$ 6,171,685	\$ 37,220,037
Use of Fund Balance								
Budget Revenues								
<u>Petition Categories</u>	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated
Incentives & Sales Efforts	\$ 1,855,554	\$ 2,111,062	\$ 2,271,248	\$ 2,409,008	\$ 2,530,696	\$ 2,645,691	\$ 2,752,508	\$ 16,575,767
Marketing and Research (Promotional/ Advertising)	\$ 1,443,208	\$ 1,641,837	\$ 1,766,526	\$ 1,873,873	\$ 1,968,319	\$ 2,057,760	\$ 2,140,840	\$ 12,892,262
Site Visits & Familiarization Tours	\$ 309,259	\$ 351,844	\$ 378,541	\$ 401,501	\$ 421,783	\$ 440,948	\$ 458,751	\$ 2,762,628
Cultural Enhancements through Marketing and promotion of the Arts	\$ 309,259	\$ 351,844	\$ 378,541	\$ 401,501	\$ 421,783	\$ 440,948	\$ 458,751	\$ 2,762,628
Operations & Administration	\$ 206,173	\$ 234,562	\$ 252,361	\$ 267,668	\$ 281,188	\$ 293,966	\$ 305,834	\$ 1,841,752
City Administrative Fee	\$ 55,000	\$ 55,000	\$ 55,000	\$ 55,000	\$ 55,000	\$ 55,000	\$ 55,000	\$ 385,000
	\$ 4,178,453	\$ 4,746,249	\$ 5,102,218	\$ 5,408,351	\$ 5,678,768	\$ 5,934,313	\$ 6,171,685	\$ 37,220,037

A Resolution

NO. 4837-08-2017

AUTHORIZING AND ESTABLISHING FORT WORTH PUBLIC IMPROVEMENT DISTRICT NO. 18 (TOURISM PID) AND TAKING CERTAIN OTHER ACTIONS CONCERNING THE DISTRICT

WHEREAS, the Public Improvement District Assessment Act, Chapter 372 of the Texas Local Government Code (“Act”) allows for the establishment of public improvement districts;

WHEREAS, a petition (“Petition”) was submitted to the City of Fort Worth, Texas (“City”), pursuant to the Act, requesting the establishment of a public improvement district on land within the City to be known as the Fort Worth Public Improvement District No. 18 (“Tourism PID”) and has been on file in the office of the City Secretary for public inspection;

WHEREAS, pursuant to Section 372.009 of the Act, the City provided notice and publication of a public hearing to be conducted on August 29, 2017 to consider the creation of the Tourism PID (“Public Hearing”), which notice and publication included the following: (i) time and place of the public hearing; (ii) general nature of the proposed improvements and services; (iii) estimated costs of the improvements and services; (iv) boundaries of the proposed Tourism PID; (v) proposed method of assessment; and (vi) proposed apportionment of cost between the Tourism PID and the City;

WHEREAS, notice of the Public Hearing was published on August 13, 2017 in the Fort Worth *Star-Telegram*, a newspaper of general circulation in the City, and was also mailed on August 11, 2017 to all record owners of property in the Tourism PID, and all persons desiring to be heard were given a full and fair opportunity to be heard at the Public Hearing;

WHEREAS, the City Council conducted and adjourned the Public Hearing to consider the creation of the Tourism PID; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FORT WORTH, TEXAS:

1. **Recitals.**

The findings set forth in the recitals of this Resolution are found to be true and correct.

2. **Findings.**

The City Council, after duly considering the evidence and testimony



presented at the Public Hearing and based on all information known by the City Council, hereby makes the following findings:

2.1 Petition. The Petition was filed with the City Secretary and complies with Section 372.005 of the Act and has been signed by record owners of taxable real property liable for assessment under the proposal who constitute: (a) 73.13% of the appraised value of taxable real property liable for assessment under the proposal set forth in the Petition, as determined by the current roll of the Tarrant Appraisal District, and (b) 62.96% of the area of all taxable real property that is liable for assessment under the proposal.

2.2 Advisability and Feasibility of the Improvements and Services Proposed for the Tourism PID. It is advisable to create the Tourism PID to provide the proposed improvements and services described in the Petition and this Resolution. The improvements and services will promote the interests of the City and confer a special benefit on the assessed properties within the Tourism PID. The Fort Worth Convention and Visitor's Bureau staff have done an analysis of the proposed tourism public improvement, its service plan and strategies, and have concluded that it provides a very effective means for significantly enhancing the ability of Fort Worth to promote its hotel, convention, and tourism activity. Based on this analysis, the City finds the proposed tourism public improvement district to be both advisable and feasible.

2.3 Nature of the Improvements and Services. The general nature of the proposed improvements and services to be provided in the Tourism PID include, without limitation, marketing, business recruitment, and promotional activities authorized by the Act for improvements and promotion of the Tourism PID, including, but not limited to, the provision of incentives by the Fort Worth Convention and Visitors Bureau to organizations to encourage them to bring large and city-wide events (including, without limitation, meetings, sporting, recreation, and cultural events) to Fort Worth and to fund additional marketing by the Fort Worth Convention and Visitors Bureau to increase hotel stays within the City.

2.4 Estimated Cost of the Improvements and Services. Over the ten (10) year period beginning on January 1, 2018 and ending on the expiration of the Tourism PID as provided in Section 3, the estimated total cost of the improvements and services provided by the Tourism PID will be \$57,036,809.00, which includes an estimated cost of \$3,469,985.00 for the 2017-2018 fiscal year, a 40% increase for the 2018-2019 fiscal year, and a year-over-year increase thereafter of five percent (5%) for the remaining eight-year term.

For the 2017-2018 fiscal year, the estimated cost of the above-referenced improvements and services, and estimated costs to implement such improvements and services is:



Incentives and Sales Efforts	\$1,474,744
Marketing (Promotion/Advertising)	\$1,214,495
Site Visits & Familiarization Tours	\$ 346,998
Event Funding Application Pool	\$ 260,249
Operations/Research/Administration	\$ 156,499
One-Time City Administrative Fee	\$17,000
Total	\$3,469,985

Such estimated costs are reasonable and appropriate. The estimated costs of improvements and services provided in the 2017-2018 fiscal year will be determined in a subsequent annual budget and service plan for the Tourism PID to be approved by the City Council on August 29, 2017, in accordance with Chapter 372 of the Act. Such costs will be paid from assessments levied in accordance with Chapter 372 of the Act. The ten-year service plan proposed for the Tourism PID is attached hereto as **“Exhibit A”** (“Service Plan”) and incorporated herein for all purposes. The Service Plan budget and assessment amount are subject to annual review and approval by the City Council.

2.5 Boundaries of the Tourism PID. The boundaries of the Tourism PID are noncontiguous areas authorized under Subchapter 372.0035 of the Act consisting solely of hotel properties with 100 or more rooms ordinarily used for sleeping within the City of Fort Worth as set forth in the attached **“Exhibit B”**, which is incorporated herein for all purposes. The Tourism PID’s boundaries may be expanded by the same procedure required by Chapter 372.012 of the Act for establishment of the Tourism PID.

2.6. Method of Assessment. The costs of the improvements and services will be funded from assessments levied on and collected from properties located in the Tourism PID that contain hotels of one hundred (100) or more guest rooms and that are subject to payment of City hotel occupancy taxes pursuant to Chapter 32, Article II of the City Code, as amended. The City will levy a special assessment against properties located within the boundaries of the Tourism PID (“Hotel Parcel”) in an amount equal to two percent (2%) of the consideration paid for occupancy of any sleeping room furnished by a hotel located on a Hotel Parcel (subject to any lawful exemption of the hotel occupancy tax under applicable state law and City ordinances), with such assessments to be collected in the same manner and in accordance with the same procedures as those established for collection of the City’s hotel occupancy tax, as set forth in Chapter 32, Article II of the City Code, as amended. The collection of assessments will be made at the same time hotel occupancy taxes are collected on and after January 1, 2018. The City Council hereby finds that the proposed method of assessment is reasonable and necessary. The Tourism PID shall not incur bonded indebtedness.

2.7. Apportionment of Costs Between the Tourism PID and the City, as a Whole. The apportionment of costs between the Tourism PID and the City, as a whole, is as follows:



(a) The entire cost of each improvement and service will be paid from assessments levied in accordance with Chapter 372 of the Act.

(b) No City funds will be used to pay any portion of the cost of any improvement or service, unless such funding is approved from the City Council or other appropriate municipal authority on a case-by-case basis.

3. Establishment of the PID; Term.

Based on the findings set forth above, the Tourism PID comprising the boundaries set forth in Section 2.5 above is authorized to be established and shall be known as Fort Worth Public Improvement District No. 18 (Tourism PID). The Tourism PID shall take effect on the date on which the City Council's authorization to establish the Tourism PID pursuant to and in accordance with this Resolution is published in a newspaper of general circulation in the City in accordance with Section 372.010(b) of the Act ("**PID Effective Date**") and shall expire on the earlier of (i) ten years from the PID Effective Date or September 30, 2027 (whichever is earlier); (ii) the effective date of a Resolution dissolving the Tourism PID adopted by the City Council following receipt of a petition requesting dissolution and the holding of a public hearing to consider such dissolution in accordance with Section 372.011 of the Act; or (iii) any other lawful method provided for dissolution of a public improvement district pursuant to the Act, as it may be amended. The Tourism PID shall be subject to all conditions, limitations, and reservations set forth in the findings in Section 2. All other provisions of this Resolution shall be effective from and after adoption of this Resolution.

4. Advisory Body.

The City Council hereby declines to appoint an advisory body for the Tourism PID pursuant to Section 372.008 of the Act. The City Council hereby reserves the right to assign responsibility for preparation of the ongoing service plan for the PID to another entity in the absence of such an advisory body, as authorized by Section 372.013(a) of the Act.

5. Publication.

The City Secretary is hereby directed to publish notice of the City Council's authorization to establish the PID once in a newspaper of general circulation in the City.

ADOPTED this 29th day of August 2017.

ATTEST:

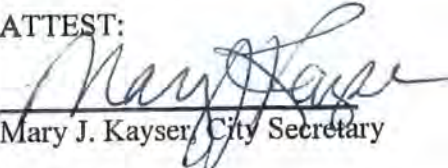

Mary J. Kayser, City Secretary



EXHIBIT A Service Plan

Fort Worth Tourism Public Improvement District												
Fiscal Year	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	10 - Year	
TPID Collections	\$ 3,469,985	\$ 4,857,979	\$ 5,100,878	\$ 5,355,922	\$ 5,623,719	\$ 5,904,904	\$ 6,200,150	\$ 6,510,157	\$ 6,835,665	\$ 7,177,448	\$ 57,036,809	
Petition Categories	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated	Estimated	Total	
Incentives & Sales Efforts	\$ 1,474,744	\$ 2,064,641	\$ 2,167,873	\$ 2,276,267	\$ 2,390,080	\$ 2,509,584	\$ 2,655,064	\$ 2,766,817	\$ 2,905,158	\$ 3,050,416	\$ 24,240,644	
Marketing (Promotion/Advertising)	\$ 1,214,495	\$ 1,700,293	\$ 1,785,307	\$ 1,874,573	\$ 1,968,301	\$ 2,066,717	\$ 2,170,052	\$ 2,278,555	\$ 2,392,483	\$ 2,512,107	\$ 19,962,883	
Site Visits & Familiarization Tours	\$ 346,998	\$ 485,798	\$ 510,088	\$ 535,592	\$ 562,372	\$ 590,490	\$ 620,015	\$ 651,016	\$ 683,566	\$ 717,745	\$ 5,703,680	
Event Funding Application Pool	\$ 260,249	\$ 364,348	\$ 382,566	\$ 401,694	\$ 421,779	\$ 442,868	\$ 465,011	\$ 488,262	\$ 512,675	\$ 538,309	\$ 4,277,761	
Operations/Research/Administration	\$ 156,499	\$ 242,899	\$ 255,044	\$ 267,796	\$ 281,186	\$ 295,245	\$ 310,007	\$ 325,508	\$ 341,783	\$ 358,872	\$ 2,834,840	
One Time City Administrative Fee	\$ 17,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,000	
	\$ 3,469,985	\$ 4,857,979	\$ 5,100,878	\$ 5,355,922	\$ 5,623,719	\$ 5,904,904	\$ 6,200,150	\$ 6,510,157	\$ 6,835,665	\$ 7,177,448	\$ 57,036,808	

Note: Expenditures are limited to actual collections, which can not exceed the 2% fee on each occupied room as defined in the petition.

Note: Operations/Research/Administration reflects full year costs attributed to the creation of the district; Fiscal Year 2018 Collections assume an effective date of 01/01/2018

EXHIBIT B
Boundaries of the Tourism PID

Account Name	Address	City, State, Zip	RMS
Aloft Downtown Fort Worth	300 W. 3rd St.	Fort Worth, TX 76102	180
American Airlines Training and Conference Center	4200 American Blvd 76155	Fort Worth, TX 76155	299
Autograph Collection Downtown Fort Worth	512 Main St.	Fort Worth, TX 76102	165
Budget Suites of America - Fossil Creek	3500 NE Loop 820	Fort Worth, TX 76137	366
Candlewood Suites - DFW South	4200 Reggis Drive	Fort Worth, TX 76155	174
Courtyard by Marriott - Alliance	3001 Amador Dr.	Fort Worth, TX 76177	127
Courtyard by Marriott - Blackstone	601 Main Street	Fort Worth, TX 76102	203
Courtyard by Marriott - Fossil Creek	3751 NE Loop 820	Fort Worth, TX 76137	154
Courtyard by Marriott - Stockyards	2537 Main St.	Fort Worth, TX 76164	124
Courtyard by Marriott - University Drive	3150 Riverfront	Fort Worth, TX 76107	130
Courtyard by Marriott - West at Cityview	6400 Overton Ridge Boulevard	Fort Worth, TX 76132	104
Crossland Economy Studios - Fossil Creek	3804 Tanacross	Fort Worth, TX 76137	124
Dalworth Inn	812 E. Felix Street	Fort Worth, TX 76115	120
DFW Airport Marriott South	4151 Centreport Boulevard	Fort Worth, TX 76155	295
DFW Marriott Hotel and Golf Club at Champions Circle	3300 Championship Pkwy	Fort Worth, TX 76177	286
Embassy Suites Hotel - Downtown Fort Worth	600 Commerce Street	Fort Worth, TX 76102	156
Extended Stay America - City View	5831 Overton Ridge Blvd	Fort Worth, TX 76132	104
Fairfield Inn & Suites Downtown	1010 Houston	Fort Worth, TX 76102	110



Fairfield Inn & Suites Fossil Creek	3701 NE Loop 820	Fort Worth, TX 76137	106
Hampton Inn and Suites - West/I-30	2700 Green Oaks	Fort Worth, TX 76177	105
Hampton Inn and Suites - DFW South	4201 Reggis Court	Fort Worth, TX 76155	116
Hampton Inn and Suites Downtown Fort Worth	210 E. 9th Street	Fort Worth, TX 76102	245
Hawthorn Suites - University	1701 South University Drive	Fort Worth, TX 76107	120
Hilton Fort Worth	815 Main Street	Fort Worth, TX 76102	294
Hilton Garden Inn - Fort Worth Alliance Airport	2600 Westport Parkway	Fort Worth, TX 76177	127
Hilton Garden Inn - Medical Center	912 Northton Street	Fort Worth, TX 76104	157
Holiday Inn - DFW Airport South	14320 Centre Station Road	Fort Worth, TX 76155	143
Holiday Inn Express - Downtown	1111 W Lancaster	Fort Worth, TX 76102	132
Holiday Inn North - Fossil Creek	4635 Gemini Place	Fort Worth, TX 76106	126
Homewood Suites - Fossil Creek	3701 Tanacross	Fort Worth, TX 76137	137
Homewood Suites - Medical Center	2200 Charlie Lane	Fort Worth, TX 76104	157
Hyatt Place – Cityview	5900 Cityview Street	Fort Worth, TX 76132	127
Hyatt Place – Stockyards	132 E Exchange	Fort Worth, TX 76164	100
La Quinta Inn and Suites - Fort Worth North	4700 North Street	Fort Worth, TX 76137	133
La Quinta Inn and Suites - Southwest	4900 Bryant Irvin	Fort Worth, TX 76132	128
Omni Fort Worth Hotel	1300 Houston	Fort Worth, TX 76102	614
Quality Inn and Suites - Cattle Baron	2700 S Cherry Lane	Fort Worth, TX 76116	109
Radisson - Fort Worth South Hotel	100 Alta Mesa East	Fort Worth, TX 76134	247
Radisson Hotel - Fort Worth Fossil Creek	2540 Meacham Street	Fort Worth, TX 76106	247



Residence Inn - Alliance Airport	13400 North Freeway	Fort Worth, TX 76177	111
Residence Inn - Cultural District	2500 Museum Way	Fort Worth, TX 76107	150
Residence Inn - Fossil Creek	5801 Sandshell Drive	Fort Worth, TX 76137	114
Sheraton Fort Worth Hotel and Spa	1701 Commerce Street	Fort Worth, TX 76102	429
SpringHill Suites by Marriott - University	3250 Lovell Street	Fort Worth, TX 76107	145
Stay Express Hotel Fort Worth	2000 Beach Street	Fort Worth, TX 76111	168
TownePlace Suites Downtown	805 E Belknap	Fort Worth, TX 76102	140
TownePlace Suites University	W. Vickery & Trinity Street	Fort Worth, TX 76107	128
WoodSpring Suites Fort Worth	3501 NE Loop 820	Fort Worth, TX 76137	121
Worthington Renaissance Hotel	200 Main Street	Fort Worth, TX 76102	504



Zone	PFZ	Account Name	TAD Acct #	RMS	Opening Date	Property Value	Surface Area (SqFt)	Comments	Petitions Received	Property Value	Surface Area
A	*	Aloft Downtown Fort Worth		180	Q2 2018	95,420,169	304,280		✓	95,420,169	304,280
D		American Airlines Training and Conference Center	00936420	299		28,487,210	1,408,338		✓	28,487,210	1,408,338
A	*	Autograph Collection Downtown Fort Worth	00004502	165	Q1 2019	6,548,000	7,500		✓	6,548,000	7,500
C		Budget Suites of America - Fossil Creek	07408749	366		10,889,313	303,514				
D		Candlewood Suites - DFW South	41170903	174		4,500,000	186,480				
C		Courtyard by Marriott - Alliance	42040025	127		11,000,000	173,510		✓	11,000,000	173,510
A	*	Courtyard by Marriott - Blackstone	04659287	203		1,000,000	10,000		✓	1,000,000	10,000
C		Courtyard by Marriott - Fossil Creek	06887201	154		6,850,000	149,541		✓	6,850,000	149,541
C*	*	Courtyard by Marriott - Stockyards	41720091	124		9,147,950	96,268		✓	9,147,950	96,268
B	*	Courtyard by Marriott - University Drive	06287158	130		11,070,000	173,218		✓	11,070,000	173,218
B		Courtyard by Marriott - West at Cityview	41331567	104		7,358,443	131,203		✓	7,358,443	131,203
C		Crossland Economy Studios - Fossil Creek	07125100	124		2,737,207	100,188				
E		Dalworth Inn	02865254	120		788,392	125,556				
D		DFW Airport Marriott South	07323476	295		24,690,000	371,616				
C		DFW Marriott Hotel and Golf Club at Champions Circle	220283	286		23,257,972	624,650	Denton County	✓	23,257,972	624,650
A	*	Embassy Suites Hotel - Downtown Fort Worth	04659309	156		18,298,206	20,000		✓	18,298,206	20,000
E		Extended Stay America - City View	07245203	104		3,322,231	138,037				
A	*	Fairfield Inn & Suites Downtown	42234695	110	Q4 2017	4,942,449	25,630		✓	4,942,449	25,630
C		Fairfield Inn & Suites Fossil Creek	06964702	106		5,826,247	87,275		✓	5,826,247	87,275
B		Hampton Inn and Suites - West/I-30	07217021	105		6,435,000	90,767		✓	7,590,720	90,767
D		Hampton Inn and Suites - DFW South	41170962	116		8,851,219	124,669				
A	*	Hampton Inn and Suites Downtown Fort Worth	00005959	245	Q1 2018	13,776,232	40,000				
B		Hawthorn Suites - University	02464837	120		5,397,386	148,092		✓	5,397,386	148,092
A	*	Hilton Fort Worth	00005711	294		28,725,000	30,000		✓	28,725,000	30,000
C		Hilton Garden Inn - Fort Worth Alliance Airport	41483073	127		9,200,000	209,480				
B	*	Hilton Garden Inn - Medical Center	41540883	157		15,750,000	65,544				
D		Holiday Inn - DFW Airport South	41170911	143		9,700,000	130,288				
A	*	Holiday Inn Express - Downtown	41595408	132		11,958,464	41,054		✓	11,958,464	41,054
C		Holiday Inn North - Fossil Creek	41184475	126		9,403,532	108,900				
C		Homewood Suites - Fossil Creek	07039778	137		4,000,000	145,708				
B	*	Homewood Suites - Medical Center	41595378	157		10,890,000	62,061				
E		Hyatt Place - Cityview	07031963	127		9,261,753	118,253		✓	9,261,753	118,253
C*	*	Hyatt Place - Stockyards	40617823	100		10,871,000	147,843		✓	10,871,000	147,843
C		La Quinta Inn and Suites - Fort Worth North	06890687	133		5,256,188	107,653		✓	5,256,188	107,653
E		La Quinta Inn and Suites - Southwest	02424452	128		7,100,000	314,864		✓	7,100,000	314,864
A	*	Omni Fort Worth Hotel	41389360	614		82,230,000	184,000		✓	82,230,000	184,000
C		Quality Inn and Suites - Cattle Baron	06151973	109		2,560,000	92,347				
E		Radisson - Fort Worth South Hotel	04977203	247		6,119,033	304,920		✓	6,119,033	304,920
C		Radisson Hotel - Fort Worth Fossil Creek	04901398	247		7,100,000	272,362		✓	7,100,000	272,362
C		Residence Inn - Alliance Airport	07120826	111		6,235,000	108,900				
B	*	Residence Inn - Cultural District	40739449	150		15,165,000	103,280				
C		Residence Inn - Fossil Creek	06839703	114		7,700,000	126,686				
A	*	Sheraton Fort Worth Hotel and Spa	00685755	429		28,763,547	91,563		✓	28,763,547	91,563
B	*	SpringHill Suites by Marriott - University	07929463	145		9,285,000	103,337		✓	9,285,000	103,337
B	*	Stay Express Hotel Fort Worth	06703550	168		2,500,000	228,298				
A	*	TownePlace Suites Downtown	41475933	140		9,870,000	86,554				
B	*	TownePlace Suites University	42126752	128	Q4 2017	2,016,000	80,640		✓	2,016,000	80,640
C		WoodSpring Suites Fort Worth	07408749	121		10,889,313	303,514				
A	*	Worthington Renaissance Hotel	07355998	504		45,116,250	123,375		✓	45,116,250	123,375
						678,258,706	8,529,756	49	28	495,996,987	5,370,136
	*	Inside PFZ Zone						% of TOTAL	57.14%	73.13%	62.96%

City of Fort Worth, Texas
Mayor and Council Communication

COUNCIL ACTION: Approved on 8/29/2017 - Resolution No. 4837-08-2017

DATE: Tuesday, August 29, 2017

REFERENCE NO.: BH-366

LOG NAME: 25PID18ESTABLISHTOURISMPID

SUBJECT:

Conduct Public Benefit Hearing to Declare the Sufficiency of a Petition Requesting Establishment of Fort Worth Public Improvement District No. 18 (Tourism PID) and Adopt a Resolution Authorizing and Establishing the Tourism PID (ALL COUNCIL DISTRICTS)

RECOMMENDATION:

It is recommended that the City Council:

1. Conduct a public benefit hearing concerning the sufficiency of a petition requesting establishment of Fort Worth Public Improvement District No. 18 (Tourism PID) and the establishment of the Tourism PID;
 2. Find that the petition requesting establishment of the Tourism PID meets the requirements necessary to designate the proposed area as a Public Improvement District pursuant to Chapter 372 of the Texas Local Government Code;
 3. Adopt the attached Resolution: (i) making certain findings concerning the nature and advisability of special improvements and services to be provided for the benefit of properties in the Tourism PID, the estimated costs of such improvements and services, the method of assessment, the boundaries of the Tourism PID and the apportionment of cost between the Tourism PID and the City, as a whole and (ii) authorizing and establishing the Tourism PID; and
 4. Direct the City Secretary to publish notice of the establishment of the Tourism PID as required by Chapter 372 of the Texas Local Government Code.
-

DISCUSSION:

Chapter 372 of the Texas Local Government Code (Act) allows certain hotel property owners to petition the City for the establishment of a public improvement district that confers a special benefit on non-contiguous properties comprised solely of hotels with 100 rooms or more within the City.

A petition requesting establishment of Fort Worth Public Improvement District No. 18 (Tourism PID) has been filed with the City Secretary. The petition complies with Section 372.005 of the Act and, as of August 29, 2017, has been signed by record owners of taxable real property liable for assessment under the proposal who constitute: (a) 73.13% of the appraised value of taxable real property liable for assessment under the proposal set forth in the petition, as determined by the current roll of the Tarrant Appraisal District and (b) 62.96% of the area of all taxable real property that is liable for assessment under the proposal (see Attachment 1). City staff has verified and confirmed all petition signatures.

The goals of the proposed Tourism PID focus on increasing the economic impact and enhancing competitiveness in conventions, meetings, leisure and sports tourism and increasing tourism-related economic activity at all times, including during economic downturns and as inventory grows. The

proposed Tourism PID projects include incentives and sales efforts, convention and sports marketing and promotion, site visits and familiarization tours, community arts grants, convention services, event funding application, operations, research, and administration, all of which benefit the hotels within the Tourism PID.

The proposed boundaries include noncontiguous areas authorized under the Act consisting only of hotel properties with 100 or more rooms ordinarily used for sleeping within the City. The proposed assessment rate would be two percent of the consideration paid for occupancy of any sleeping room furnished by a hotel located within the Tourism PID, with such assessment to be collected in the same manner as in accordance with the same procedures as those established for collection of the City's Hotel Occupancy Tax, as set forth in Chapter 32, Article II of the City Code, as amended. The entire costs of each improvement and service will be paid from the above-stated assessments and no City funds will be used to pay any portion of such costs, unless such funding is approved by the City Council on a case-by-case basis.

The total estimated costs for the proposed services and improvements for the life of the Tourism PID (approximately 10 years) will be \$57,036,809, which includes an estimated cost of \$3,469,985.00 for the 2017-2018 fiscal year, a 40% increase for the 2018-2019 fiscal year and a year-over-year increase of five percent (5 percent) for the remaining eight-year term. Assessments will begin on January 1, 2018.

The City intends to enter into a management Agreement with a to-be-named non-profit corporation associated with the Fort Worth Convention and Visitors Bureau (Fort Worth Tourism Public Improvement District Corporation) to manage the day-to-day affairs of the Tourism PID, which contract will be addressed in a separate, but related, M&C authorizing the assessment.

Staff recommends that the City Council find that these improvements and services are advisable because they will promote the interests of the City and confer a special benefit on the assessed properties within the Tourism PID.

Upon the close of the public hearing, staff recommends that the City Council declare the petition to create the Tourism PID to be sufficient and adopt the attached Resolution making findings concerning the following and establishing the Tourism PID:

- The advisability of establishing the proposed Tourism PID;
- The general nature of the proposed improvements and services;
- The estimated costs of the proposed improvements and services;
- The boundaries of the Tourism PID;
- The proposed method of assessment; and
- The apportionment of costs between the Tourism PID and the City, as whole.

Upon adoption of the Resolution, the Tourism PID will become effective on the date that City Council's authorization to establish the Tourism PID has been published in a newspaper of general circulation and will remain in effect until the earlier of 10 years from the effective date of the Tourism PID or September 30, 2027.

The proposed Tourism PID encompasses ALL COUNCIL DISTRICTS.

This M&C does not request approval of a contract with a business entity.

FISCAL INFORMATION / CERTIFICATION:

The Director of Finance certifies that approval of the above recommendations will establish the City's 18th Public Improvement District.

FUND IDENTIFIERS (FIDs):

TO

Fund	Department ID	Account	Project ID	Program	Activity	Budget Year	Reference # (Chartfield 2)	Amount
------	---------------	---------	------------	---------	----------	-------------	----------------------------	--------

FROM

Fund	Department ID	Account	Project ID	Program	Activity	Budget Year	Reference # (Chartfield 2)	Amount
------	---------------	---------	------------	---------	----------	-------------	----------------------------	--------

CERTIFICATIONS:

Submitted for City Manager's Office by:

Susan Alanis (8180)

Originating Department Head:

Kirk Slaughter (2501)

Additional Information Contact:

Kirk Slaughter (2501)

**Petition Requesting the Establishment of the
FORT WORTH
TOURISM PUBLIC IMPROVEMENT DISTRICT**

**PETITION REQUESTING THE ESTABLISHMENT OF THE
FORT WORTH TOURISM PUBLIC IMPROVEMENT DISTRICT**

ARTICLE I - REQUEST TO ESTABLISH DISTRICT

1. This petition (the "Petition") is submitted to the City of Fort Worth, Texas (the "City") by the Property Owners listed on and signing Exhibit A (the "Petitioner") requesting the establishment of a public improvement District (the "District") that would be known as The Fort Worth Tourism Public Improvement District.
2. This Petition is submitted under the authority of Chapter 372 of the Texas Local Government Code (the "Code") and pursuant to the "Policy Statement – Public Improvement Districts – City of Fort Worth" adopted February 3, 2009 by the City Council of the City, as amended.
3. This Petition is submitted with the understanding that the City and the Petitioner will mutually agree upon the form and content of the resolution establishing the District. If the City and the Petitioner are unable to agree upon the form and content of the resolution, or if the City Council does not adopt the resolution as agreed, the Petitioner shall be deemed to have withdrawn this Petition prior to any action having been taken by the City Council to establish the District. Under no circumstances shall the City Council have the authority to establish the District unless the form and content of the resolution have been approved by the Petitioner. The Petitioner further reserves the right to withdraw this petition at any time and for any reason by giving written notice of withdraw (including notice by FAX, e-mail or hand delivery) to the City Secretary of the City at any time before the City Council votes to establish the District (regardless of whether the City Council may have opened a public hearing to consider the advisability of establishing the District).
4. The establishment of the District pursuant to this Petition will promote the interests of the City, will confer a special benefit on all property within the District, and will promote the interest of the City, the District and all property within the District.

ARTICLE II – LEGAL SUFFICIENCY OF THE PETITION

This petition is legally sufficient under the Code to establish the District because it has been signed: (1) by the record owners of taxable real property representing xx.xx% of the appraised value of taxable real property liable for assessment under this petition, as determined by the current roll of the Tarrant Appraisal District; and (2) by the record owners of taxable real property liable for assessment under this Petition who own taxable property that constitutes xx.xx% of the area of all taxable real property that is liable for assessment under this Petition, as determined by the current roll of the Tarrant Appraisal District. A copy of the current roll of the Tarrant County Appraisal District (with original signatures of each property shown next to each

parcel within the boundaries of the proposed District that is liable for assessment) is provided as Exhibit A.

ARTICLE III – GENERAL NATURE OF PROPOSED DISTRICT SERVICES

The purpose of the District is to enhance services, undertake certain improvements, in particular, special supplemental services relating to District marketing, business recruitment, and promotional activities authorized by the Act for improvement and promotion of the district, including the provision of incentives by the to-be-formed Fort Worth Tourism Public Improvement District Corporation (the "FWTPIDC") through the Fort Worth Convention and Visitors Bureau (the "FWCVB") to organizations to encourage them to bring their large and city wide meetings to Fort Worth and to fund marketing by the to-be-formed FWTPIDC through the FWCVB to increase hotel stays within the City, including but not limited to the services set forth on Exhibit "B". In addition to the services set forth in Exhibit "B" the Petitioner requests that the District be authorized to engage in any activity permitted under the Code, subject to annual approval by the City Council. The FWTPIDC will recommend each year, to both property owners within the District and to the City Council, an annual plan of service and budget setting forth in detail the services and other activities proposed for the District.

ARTICLE IV – ESTIMATED COST OF DISTRICT SERVICES

1. During a proposed ten (10) year period, the estimated annual cost of improvements and services provided by the District are estimated to range from ___ million to ___ million dollars (\$x,000,000 to \$x,000,000) annually; however, in no event shall the assessment rate exceed two percent of the price paid to hotels for a room in a hotel. The District shall not incur bonded indebtedness. See the attached preliminary ten (10) year budget for total estimated collections. The service plan budget and assessment rate are subject to annual review by the to-be-formed FWTPIDC and are subject to an annual public hearing and approval by the Fort Worth City Council.
2. An itemized estimate of the District's budget for the first ten years together with a ten-year service plan summary for the District are set forth in Exhibit "C".
3. The Petitioner acknowledges and agrees that each annual plan of service and budget for the District, although prepared and recommended by the FWTPIDC, will be subject to approval by the City Council after a public hearing. The Petitioner acknowledges and agrees that each annual plan of service and budget will fully fund all costs incurred by the City in connection with the administration of the District, including but not limited to, the costs for personnel, data services, appraisals, notifications, and collection fees.
4. All funds of the District will be managed in accordance with accounting methods approved by the City.

**ARTICLE V – ANNUAL PLAN OF SERVICE AND BUDGET
REVIEW PROCESS**

Each year beginning xxxxxxx 1, 2017, the District's Manager (FWTPIDC)—through the FWCVB—will prepare and recommend to the City Council an annual plan of service and budget and an updated ten-year plan of service and budget. Prior to presenting each annual plan and budget to the City Council, the FWTPIDC will conduct at least one annual public hearing open to all property owners within the District at which time the proposed plan and budget including any comments from the Board will be presented and property owners within the District will be given an opportunity for public comment. The City PID Administrator will give individual, written notice to each property owner not less than 15 days before the date of each public hearing, which notice will be accompanied by an outline of the proposed annual plan and budget, or revisions thereto, as the case may be. This public hearing is in addition to the public hearing that will be held by the City Council as required by the Code before approving and adopting an annual plan of service and budget for the District.

ARTICLE VI – BOUNDARIES OF THE PROPOSED DISTRICT

The proposed boundaries of the District are shown on the map attached as Exhibit D and shall solely include non-contiguous hotel properties with 100 or more rooms within the City of Fort Worth as shown in the attached Exhibit A.

ARTICLE VII – PROPOSED METHOD OF ASSESSMENT

The proposed method of assessment, which may specify included or excluded classes of assessable property, is based on the sale of hotel nights by the hotels with 100 or more rooms that are located within the District as determined by the Fort Worth City Controller. The annual assessment rate for all hotel properties with 100 or more rooms within the district shall not exceed two percent of the price paid to hotels for a room in a hotel, which reflects the special benefits accruing to the property because of the services and improvements provided by the District.

**ARTICLE VIII – PROPOSED APPORTIONMENT OF COSTS BETWEEN THE
DISTRICT AND THE CITY**

Except as provided in this Article III, all costs of the District will be apportioned to the District.

ARTICLE IX – MANAGEMENT OF THE DISTRICT

The District will be managed by the FWTPIDC (the "Manager") through the FWCVB under professional services contract with the City in the form attached as Exhibit E. Management fees and other management expenses will be included in the District's annual plan of service and

budget approved by the City Council. The District Manager will carry general liability insurance with limits of at least \$1,000,000.00 per occurrence and naming the city as an additional insured. Upon request by the City, the District Manager will provide certificates of insurance evidencing such coverage. The District Manager will indemnify the City against injury, damages and losses resulting from the acts or omissions of the District Manager and those for whom the Manager is responsible.

ARTICLE X – DISSOLUTION OF THE DISTRICT

The District will be deemed established immediately upon publication in a newspaper of general circulation in the City of a resolution duly adopted by the City Council authorizing the District, and the District shall continue thereafter until dissolved or reestablished as provided by the Code.

ARTICLE XI – ESTABLISHMENT OF THE DISTRICT DOES NOT OBLIGATE THE CITY

Except as provided for under a professional services contract in this Article IX, the Petitioner agrees that the establishment of the District does not obligate the City to fund or perform any District services, even if the District is dissolved.

ARTICLE XII – SALES DISCLOSURES

All sales by the Petitioner of property within the District will disclose in the Deed that the property is located in the District and the City is not obligated to fund or perform and District services, even if the District is terminated.

ARTICLE XIII – APPLICATION FEE

The Petitioner agrees to pay to the City an application fee of \$17,000.00 to cover the cost of the City in evaluating this Petition and in verifying the signatures contained in this Petition. Any unexpended portion of the fee shall be reimbursed to the Petitioner when the evaluation and verification is complete.

ARTICLE XIV – BENEFIT OF THE DISTRICT

As a result of the purpose and services described in this Article III, as well as listed in further detail in this Exhibit B, the proposed District will benefit all property owners within the District by resulting increased hotel room sales.

LIST OF EXHIBITS

- Exhibit A Proposed District – 2016 Tarrant Appraisal District Roll with Owners’ Signatures
- Exhibit B Summary of Initial District Services
- Exhibit C Feasibility Study and Initial Service Plan & Budget
- Exhibit D Map of Proposed District
- Exhibit E Form of District Management Contract

Exhibit A

Proposed District – 2016 TAD Roll with Owners' Signatures

Exhibit B

Summary of Initial District Services

Administration

- Overall management and administration of the Fort Worth Tourism Public Improvement District (FWTPID).
- FWCVB staff will serve as District manager and work with FWTPIDC board of directors to ensure the benefits of the FWTPID are realized.
- Provide FWTPID service plan/budget to City of Fort Worth annually or as required.
- Maintain accurate accounting of use of revenues and disbursement of FWTPID funds and provide financial statements to the TPID board of directors and City as required.
- Produce an annual FWTPIDC audit and provide appropriate insurance for board of directors.
- Work with FWTPIDC board of directors to produce quarterly board reports.
- Participate in meetings with City of Fort Worth departments to coordinate FWTPID activities.
- Maintain a full and accurate accounting of revenues and disbursements of FWTPID funds and provide financial statements to proper entities as required.
- Provide primary oversight of FWTPID funds for disbursement for Sales, Marketing and Administrative initiatives (as noted in the FWTPID Service Plan).
- Procure market research and trends analyses to determine the best and judicious application of FWTPID funds for sales and marketing efforts.
- Notify new hotel property owners of FWTPID assessment as required.
- Schedule annual town hall meeting for FWTPID hotels (or more frequently if deemed appropriate).
- Develop guidelines for individual hotel use of FWTPID funds to incentivize convention group business (exclusive of hotel's participation in citywide incentivized business).
- Expand tourism research measuring the impact of marketing efforts on client and consumer awareness of Fort Worth as a destination and allowing customization of efforts to ensure high ROI from all such initiatives.
- Expand research opportunities including staff as deemed appropriate by the FWTPID board of directors and FWCVB. Provide access to hotel benefited programs as deemed appropriate by FWTPID board and FWCVB designated staff.

Marketing and Promotions

- Create a formal marketing plan with an agency of record.
- Expand advertising campaign focused on brand identification and awareness.
- Expand market reach based on research and analyses.

- Distribute regular communications to partners, visitors and stakeholders.
- Coordinate/partner with other businesses and organizations to maximize marketing budget.
- Develop collateral marketing material as needed to market Fort Worth (including digital).
- Develop media familiarization tour(s) as deemed appropriate.

Sales

- Increase the FWCVB sales staff participation at key trade shows and events to further increase targeted hotel business opportunities.
- Utilize FWTPID funds to incentivize and retain citywide meetings at the Fort Worth Convention center, sporting events and single property events based on established ROI criteria.
- Ensure a 10:1 ROI requirement for every dollar provided in FWTPID funding (based on room night revenue).
- Increase Fort Worth team presence at key trades show missions.
- Host meeting, convention and leisure group organizers on scheduled familiarization (FAM) tours to showcase Fort Worth's assets and community spirit as a means of attracting future business.
- Provide focused marketing to ensure that Fort Worth receives the appropriate market share of third party and independent group leads.

Exhibit C

Feasibility Study and Initial Service Plan & Budget

Feasibility Study

(NEED TO INSERT FEASIBILITY STUDY HERE)

Initial Service Plan & Budget

(NEED TO INSERT APPROPRIATE VALUES IN THE BELOW TABLE)

Petition Categories	Allocation	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Incentives & Sales Efforts	42.5%	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Marketing/ Promotion/ Advertising	35.0%	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Site Visits & FAM Tours	10.0%	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Event Funding Application Pool	7.5%	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Operations/ Research/ Administration	5.0%	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
	100%	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$

*Note: Expenditures are limited to actual collections, which cannot exceed the 2% fee on each occupied room as defined in the District's petition.

Exhibit D

Map of Proposed District

(Need to insert map of the District here)

Exhibit E

Form of District Management Contract

STATE OF TEXAS §
 §
COUNTY OF TARRANT §

CONTRACT FOR THE FORT WORTH TOURISM PUBLIC IMPROVEMENT DISTRICT

This contract for the collection of assessments and provision of services and improvements for the Fort Worth Tourism Public Improvement District (the "Contract") effective as of xxxxxxxx 1, 2017, is made by and between the Fort Worth Tourism Public Improvement District Corporation, Inc. ("FWTPIDC"), a Texas nonprofit corporation, and the City of Fort Worth, Texas (the "City"), a Texas municipal corporation.

RECITALS:

- WHEREAS, on xxxxxxxx xx, 201x, the City Council, passed Resolution No. xx-xxx that made certain findings concerning the advisability of establishing the Fort Worth Tourism Public Improvement District (the "District"), authorized and created the District as a public improvement district under Chapter 372 of the Texas Local Government Code, designated the FWTPIDC as the entity responsible for the management of and provision of services and improvements to the District, authorized the City Manager to enter into a contract with FWTPIDC for the provision of services and improvements for the District and collection services by the City for the District, and approved the initial District service plan, attached hereto as **Exhibit A** (the "Service Plan"); and
- WHEREAS, FWTPIDC shall be the primary entity responsible for the management of and provision of services and improvements to the District; and
- WHEREAS, the Board of Directors of FWTPIDC has passed a resolution authorizing it to enter into this Contract and authorizing _____ to sign on behalf of FWTPIDC to bind the corporation under this Contract; and
- WHEREAS, the City and FWTPIDC now desire to enter into this Contract for the collection of the assessments and the management of and provision of services and improvements to the District; and
- WHEREAS, the services to be supplied to the District provide special benefits to the property owners within the District and are supplemental to standard City services; NOW, THEREFORE,

In consideration of the premises and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, FWTPIDC and the City agree as follows:

1. **Engagement and Compensation.** The City hereby engages FWTPIDC and FWTPIDC agrees to provide in accordance with the provisions of this Contract and Resolution No. xx-xxx the services and improvements described in the Service Plan and future annual service plans to be approved by the City Council. The compensation to be paid for the administration of the program items shall not exceed the amount established for "Administration" by each annually approved service plan (as same may be later modified pursuant to Section 2.(a) of this Contract).

2. **Scope of Services.** Throughout the duration of this Contract, FWTPIDC shall provide the services and improvements as described in the Service Plan and thereafter approved annually by the City Council. In providing these services and improvements, FWTPIDC shall:
 - (a) timely deliver the services and improvements in accordance with the annually approved service plan, subject to FWTPIDC's ability to modify or substitute items without City Council approval within the program categories if FWTPIDC determines that such changes would serve the common interest of owners in the District and the increase or decrease in the amount of a program category does not exceed ten percent (10%) of the budgeted amount for that category (the Service Plan and each such annually approved service plan as same may thereafter be increased or decreased shall be hereafter referred to as the "Service Plan"). The FWTPIDC's administrative expenses shall not exceed ten percent (10%) of the total budget in any year unless approved by City Council. "Program categories" in the Service Plan include marketing and incentive activities and other services as provided in the Service Plan;

 - (b) only use District assessment funds received to defray expenditures which are: (i) specifically listed in the Service Plan (except as modified pursuant to subsection (a) above) or reasonably incurred in the creation and organization of the FWTPIDC; and (ii) incurred after xxxxxxx x, 2017, unless specific authorization from the City's City Manager to the contrary is received (hereinafter called "allowable costs");

 - (c) support all costs defrayed from District assessment funds by properly executed checks, orders, payrolls, time records, invoices, contracts, vouchers, or other accounting documents evidencing in detail the nature and propriety of the charges. Such documentation shall be clearly identified, readily accessible and, to the extent possible, kept separate and apart from all other such documents;

- (d) set priorities and schedules for implementing the service plan elements, considering the needs and preferences of owners in the District and the availability of personnel and financial resources;
 - (e) if necessary, secure and retain the services of qualified personnel to implement the service plan and provide communication equipment and office supplies;
 - (f) prepare a timely annual update of the Service Plan for the District to be presented to the City Council for review and approval. The plan must include a budget, an assessment plan and an updated ten-year plan for services and improvements;
 - (g) prepare and deliver to the City quarterly reports of financial revenues and expenditures for work activities within the District and any budget revisions within forty-five (45) days of the end of each fiscal quarter;
 - (h) prepare and deliver to the City joint quarterly progress reports of the FWTPIDC's efforts to implement the Service Plan within forty-five (45) days of the end of each fiscal quarter;
 - (i) commission an annual financial audit of all PID expenditures by a Certified Public Accountant and make the audit available to the City within one hundred twenty (120) days of the end of the fiscal year;
 - (j) allow reasonable access by the City to the financial records of FWTPIDC that relate to the District;
 - (k) enter into contracts with exempt jurisdictions for the payment of assessments or the provision of services or improvements to the District;
 - (l) prepare and deliver to the City quarterly/annual financial reports in a timely manner as listed in **Exhibit B**; and
 - (m) take other actions reasonably necessary for the management of the District and the provision of the services and improvements to the District.
3. **Collection and Distribution of Assessments.** The City shall collect the annual assessments for the District along with the other local hotel occupancy taxes paid by hotels within the District. Funds shall be accounted for and distributed as provided below.
- (a) The City shall retain a collection service fee commensurate with its anticipated actual or allocated share of the costs for collection of the assessments (including collecting delinquent accounts). The collection service fee will be deducted from the total assessments collected each month. The net assessments received will be transferred to the FWTPIDC on a monthly basis. Delinquent assessments collected after the District has been dissolved shall be retained by the City for

payment of any prior commitments made by the District, but the retention of such assessments shall be subject to utilization by the tax collector to repay any hotel that is legally entitled to a refund of all or a portion of an assessment and any interest required by law to be paid.

- (b) For its services in creating the District, the City shall also retain a one-time fee of \$17,000. This fee will cover the costs of the District creation (or) renewal by City staff. If the City's costs for this process are less than \$17,000, the remainder will be reimbursed to the District entity. The application fee (\$17,000) will not be counted as part of the 10% maximum limit for administrative expenses in a District budget.
- (c) The City will also assess the FWTPIDC for annual expenses related to oversight of District operations. This fee shall include staff time and expenses related to the District assessment collection, costs for publication of legal notice regarding District items, mailing expenses and staff time required for District oversight (attending District meetings, reviewing reports and audit, preparing tax rolls and City Council documents). This fee will not be counted as part of the 10% maximum allocation for administrative expenses in a District budget. The District assessment collection process is explained in **Exhibit C**.
- (d) The remaining assessments after the collection service fees and City staff administrative fees have been deducted, including any interest for late payments, shall be transferred on a monthly basis to an account of the FWTPIDC by Automated Clearing House, wire transfer or other means mutually agreed to by the City and the FWTPIDC.
- (e) Pursuant to Section 2.(n) above, the City hereby expressly acknowledges that FWTPIDC is contracting with the Fort Worth Convention and Visitors Bureau (FWCVB) to implement the funded activities of the District, more specifically: to enhance services, undertake certain improvements, in particular, special supplemental services relating to District marketing, business recruitment, and promotional activities for improvement and promotion of the District, including the provision of incentives to organizations to encourage them to bring their large and city wide meetings to Fort Worth and to fund marketing to increase hotel stays within the city. A copy of the FWTPIDC/FWCVB contract is included as **Exhibit D**.
- (f) The City shall provide FWTPIDC with printed reports or diskettes of the assessment roll.
- (g) If necessary, FWTPIDC shall make available to the tax collector sufficient funds to repay any taxpayer who is legally entitled to a refund of all or a portion of an assessment and any interest required by law to be paid. City shall make a good faith effort to notify FWTPIDC of such potential situations (including, but not

limited to, lawsuits and assessment protests) so that FWTPIDC is able to set aside a sufficient reserve to cover any such refunds and interests.

- (h) FWTPIDC will invest the District assessments received from the City and any income earned on those assessments in accordance with the investment policies and strategies prescribed in Chapter 2256 of the Texas Government Code to achieve the following investment objectives, in order of priority: (1) understanding of the suitability of the investment to the financial requirements of the entity; (2) preservation and safety of principal; (3) liquidity; (4) marketability of the investment if the need arises to liquidate the investment before maturity; (5) diversification of the investment portfolio; and (6) yield. The assessments and any interest or other income earned on such public funds shall be used by FWTPIDC to fund services and improvements listed in the Service Plan annually approved by the City Council. The FWTPIDC must receive City Manager approval of any contracts by the FWTPIDC which commit FWTPID funds beyond the ten year term of the FWTPID. Further, upon expiration of the FWTPID, any unexpended assessment revenues shall be transferred to the City along with a schedule of any contractually committed expenses for such funds into the future. The City shall transfer those funds back to the FWTPIDC if the FWTPID is reapproved for another term by the petitioners and City Council and this Contract is modified to extend the term or a new contract is executed between the City and the FWTPIDC for the provision of services and improvements for the FWTPID.
4. **Conflict of Interest.** By signing this Contract, the FWTPIDC acknowledges to the CITY that it has made full disclosure in writing of any existing conflicts of interest or potential conflicts of interest, including personal financial interest, direct or indirect, in property and business relationships that relate to the duties of the FWTPIDC. The FWTPIDC further agrees that it shall make disclosure in writing of any conflicts of interest which develop subsequent to the signing of this Contract and prior to its termination.
5. **Discrimination Prohibited.** FWTPIDC, the execution, performance, or attempt performance of the Agreement, will not discriminate against any person or persons because of sex, race, religion, color, national origin, sexual orientation, or familial status, nor will FWTPIDC permit its officers, agents, employees or subcontractors to engage in such discrimination. This Agreement is made and entered into with reference specifically to the ordinances codified at Chapter 17, Article III, Division 3 of the Code of the City of Fort Worth and FWTPIDC hereby covenants and agrees that FWTPIDC, its officers, agents, employees and subcontractors, have fully complied with all provisions of same and that no employee or applicant for employment has been discriminated against under the terms of such ordinances by either FWTPIDC, its officers, agents, employees, or subcontractors.
5. **Gift to Public Servant.** City may terminate this Contract immediately if FWTPIDC has offered or agreed to confer any benefit upon a City employee or official that the City employee or official is prohibited by law from accepting.

For purposes of this section, "benefit" means anything reasonably regarded as pecuniary gain or pecuniary advantage, including benefit to any other person in whose welfare the beneficiary has a direct or substantial interest, but does not include a contribution or expenditure made and reported in accordance with law.

Notwithstanding any other legal remedies, City may require FWTPIDC to remove any employee of FWTPIDC from any work related to the District who has violated the restrictions of this section or any similar state or federal law, and obtain reimbursement for any expenditures made as a result of the improper offer, agreement to confer, or conferring of a benefit to a City employee or official.

6. **Offset.** City may, at its option, offset any amounts due and payable under this Contract against any debt (including taxes) lawfully due to City from FWTPIDC, regardless of whether the amount due arises pursuant to the terms of this Contract or otherwise and regardless of whether or not the debt due to City has been reduced to judgment by a court.
7. **No Partnership or Joint Venture.** It is specifically understood that the relationship described in this Contract between FWTPIDC and the City is contractual in nature and is not to be construed to create an agency, partnership or joint venture relationship between FWTPIDC and the City; nor shall the City be liable for any debts incurred by the FWTPIDC in the conduct of such other party's business or function.
8. **Independent Contractor.** FWTPIDC's status shall be that of an independent contractor and not an agent, servant, employee, or representative of City in the performance of services under this Contract. FWTPIDC shall exercise independent judgment in performing duties under this Contract and is solely responsible for setting working hours, scheduling or prioritizing the work flow and determining how the work is to be performed. No term or provision of this Contract or act of FWTPIDC in the performance of this Contract shall be construed as making FWTPIDC the agent, servant or employee of City, or making FWTPIDC or any of its employees eligible for the fringe benefits, such as retirement, insurance and worker's compensation, which City provides its employees.
9. **Assignment.** FWTPIDC shall not sell, assign, transfer or convey this Contract, in whole or in part, without the prior written consent of City's City Manager. As an express condition of consent to any assignment, FWTPIDC shall remain liable for completion of the Contract work in the event of default by the successor contractor or assignee.
10. **Insurance.**
 - (a) The FWTPIDC shall, at its own expense, maintain in full force and effect throughout the term of this Contract insurance as set forth below:

1. Comprehensive General Liability Insurance: FWTPIDC shall maintain throughout the Term of this Agreement a commercial general liability insurance policy in an amount of not less than \$1,000,000 covering each occurrence with an aggregate limit of not less than \$2,000,000.
2. Automobile Insurance – Bodily Injury and Property Damage: FWTPIDC shall maintain throughout the Term of this Agreement comprehensive automotive liability coverage in an amount not less than \$1,000,000 for each accident. This policy shall cover any automobile used in the provision of Improvements and Services under this agreement.
3. Worker’s Compensation Insurance: FWTPIDC shall maintain throughout the Term of this Agreement statutory Worker’s Compensation Insurance on all its employees to be engaged in undertaking any Improvements or Services hereunder. In case any class of employees engaged in hazardous work under this Agreement is not protected under the state’s Worker Compensation statutes, FWTPIDC shall provide adequate employer’s general liability insurance for the protection of such employees not so protected.

(b) Other Requirements:

1. The City shall be named as an additional insured and a waiver of subrogation in favor of the City shall be provided on every applicable insurance policy. The FWTPIDC hereby waives subrogation rights for loss or damage to the extent same are covered by insurance. Insurers shall have no right of recovery or subrogation against the City.
2. The term “CITY” shall include all authorities, boards, bureaus, commissions, divisions, departments and offices of the City, and the individual members, employees and agents in their official capacities.
3. Insurance shall be provided through companies duly approved to transact that class of insurance in the State of Texas. Companies providing coverage shall have a minimum A.M. Best rating of A VII.
4. Certificates of insurance shall be provided to the City’s PID Administrator. Thirty (30) days written notices is required before any insurance is altered, cancelled, or non-renewed.

City of Fort Worth
Attn: PID Administrator
Housing & Economic Dev Dept.
1000 Throckmorton Street
Fort Worth, Texas 76102-6311

CITY SHALL HAVE NO DUTY TO EXECUTE OR PERFORM UNDER THIS CONTRACT UNTIL THE CERTIFICATE AND SUFFICIENT EVIDENCE OF CONFORMITY TO CITY'S INSURANCE REQUIREMENTS SHALL HAVE BEEN DELIVERED AND APPROVED BY RISK, AND NO CITY OFFICER OR EMPLOYEE SHALL HAVE AUTHORITY TO WAIVE THIS REQUIREMENT.

11. **Indemnity.** FWTPIDC AGREES TO INDEMNIFY AND HOLD HARMLESS THE CITY, ITS OFFICERS, AGENTS AND EMPLOYEES, AGAINST ANY AND ALL CLAIMS, LAWSUITS, JUDGMENTS, COSTS AND EXPENSES FOR PERSONAL INJURY (INCLUDING DEATH), PROPERTY DAMAGE OR OTHER HARM FOR WHICH RECOVERY OF DAMAGES IS SOUGHT, SUFFERED BY ANY PERSON OR PERSONS THAT MAY ARISE OUT OF OR BE OCCASIONED BY FWTPIDC'S BREACH OF ANY OF THE TERMS OR PROVISIONS OF THIS CONTRACT, OR BY ANY NEGLIGENT ACT OR OMISSION OF FWTPIDC, ITS OFFICERS, DIRECTORS, AGENTS, ASSOCIATES, EMPLOYEES, SUB-CONSULTANTS OR CONTRACTORS, IN THE PERFORMANCE OF THIS CONTRACT; EXCEPT THAT THE INDEMNITY PROVIDED FOR IN THIS PARAGRAPH SHALL NOT APPLY TO ANY LIABILITY RESULTING FROM THE SOLE NEGLIGENCE OF CITY, ITS OFFICERS, AGENTS, EMPLOYEES OR SEPARATE CONTRACTORS AND IN THE EVENT OF JOINT AND CONCURRENT NEGLIGENCE OF BOTH FWTPIDC AND THE CITY, RESPONSIBILITY AND INDEMNITY, IF ANY, SHALL BE APPORTIONED COMPARATIVELY IN ACCORDANCE WITH THE LAWS OF THE STATE OF TEXAS, WITHOUT, HOWEVER, WAIVING ANY GOVERNMENTAL IMMUNITY AVAILABLE TO THE CITY UNDER TEXAS LAW. THE PROVISIONS OF THIS PARAGRAPH ARE SOLELY FOR THE BENEFIT OF THE PARTIES HERETO AND THEIR RESPECTIVE OFFICERS, DIRECTORS, AGENTS, ASSOCIATES, EMPLOYEES, SUB-CONSULTANTS OR CONTRACTORS IN CONNECTION WITH THE PERFORMANCE OR CONDUCT OF THE SERVICES RELATED TO, CONTEMPLATED BY OR ARISING AS A RESULT OF THE SERVICE PLAN, AND ARE NOT INTENDED TO CREATE OR GRANT ANY RIGHTS, CONTRACTUAL OR OTHERWISE, TO ANY OTHER PERSON OR ENTITY.

12. **Rights, Remedies and Termination.** Both parties are executing this Contract in good faith and with the intent that all provisions contained herein shall be met in accordance with their terms. In the event of a breach or violation of its terms by either party to this Contract, then the party in compliance may exercise whatever rights and remedies may be available or afforded to such party at law or in equity. In addition to any other remedies available, the City may terminate this Contract if FWTPIDC violates any part of this Contract and FWTPIDC fails to reasonably cure the violation of this Contract within thirty (30) days of receipt of written notice to FWTPIDC by the City of a violation of this Contract by certified mail.

In addition to any other remedies available, the City may terminate this contract upon thirty (30) days written notice to FWTPIDC if City Council fails to approve an annual

Service Plan for the District. All services being performed under this Contract shall cease upon the date specified in such notice.

In addition to termination, the City shall recover those portions of assessment funds, including interest or other income earned on such public funds that were not spent on allowable costs per the Service Plan, plus any other damages suffered by the City as a result of FWTPIDC's violation of the terms and conditions of this Contract. FWTPIDC may invoice City for all services they respectively completed and shall be compensated in accordance with the terms of this Contract with special assessments for all services performed by FWTPIDC prior to the date specified in such notice. A previous payment or approval of payment of all or any portion of assessment funds by City shall not be deemed a waiver of the City's rights under this section. Any express waiver by the City of a violation by FWTPIDC shall not be deemed to waive any subsequent violation by FWTPIDC.

13. **Notice.** Except as otherwise provided in Section 6, any notice, payment, statement, or demand required or permitted to be given under this Contract by either party to the other may be effected by personal delivery in writing or by mail, postage prepaid. Mailed notices shall be addressed to the parties at the addresses appearing below, but each party may change its address by written notice in accordance with this section. Mailed notices shall be deemed communicated as of three (3) days after mailing:

If to the City:

City of Fort Worth
Attn: PID Administrator
Housing & Economic Dev Dept.
1000 Throckmorton Street
Fort Worth, Texas 76102-6311

If to FWTPIDC:

_____ or Current FWTPIDC Chair
_____ or _____ (if _____ is no longer Chair)
Fort Worth Tourism Public Improvement District Corporation (FWTPIDC)

Fort Worth, Texas _____

14. **Right of Review and Audit.** City is granted the right to audit, at City's election, all FWTPIDC records and billings relating to the performance of this Contract. FWTPIDC agrees to retain such records for a minimum of three (3) years following completion of this Contract. Any payment, settlement, satisfaction, or release provided under this Contract shall be subject to City's rights as may be disclosed by such audit.
15. **Captions.** The captions, headings, and arrangements used in this Contract are for convenience only and shall not in any way affect, limit, amplify, or modify its terms and provisions.

16. **Compliance with Laws and Regulations.** This Contract is entered into subject to and controlled by the Charter and ordinances of the City of Fort Worth and all applicable laws, rules, and regulations of the State of Texas and the Government of the United States of America. FWTPIDC shall, during the course of performance of this Contract, comply with all applicable City codes and ordinances, as amended, and all applicable state and federal laws, rules and regulations, as amended.
17. **Venue.** The obligations of the parties to this Contract shall be performable in Tarrant County, Texas, and if legal action is necessary in connection with or to enforce rights under this Contract, exclusive venue shall lie in Tarrant County, Texas.
18. **Governing Law.** This Contract shall be governed by and construed in accordance with the laws and court decisions of the State of Texas, without regard to conflict of law or choice of law principles of Texas or of any other state.
19. **Legal Construction.** In case any one or more of the provisions contained in this Contract shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision of this Contract, and this Contract shall be considered as if such invalid, illegal, or unenforceable provision had never been contained in this Contract.
20. **Term.** This Contract shall terminate on xxxxxxxx xx, 2026, unless otherwise agreed to in writing by the parties. If for any reason the District is dissolved before xxxxxxxx xx, 2026, this Contract shall terminate upon the payment to FWTPIDC for all services and improvements provided to the District to the date of dissolution and for the reasonable cost of services to conclude the business of the District.
21. **Counterparts.** This Contract may be executed in any number of counterparts, each of which shall be deemed an original and constitute one and the same instrument. If this Contract is executed in counterparts, then it shall become fully executed only as of the execution of the last such counterpart called for by the terms of this Contract to be executed.
22. **Captions.** The captions to the various clauses of this Contract are for informational purposes only and shall not alter the substance of the terms and conditions of this Contract.
23. **Successors and Assigns.** This Contract shall be binding upon and inure to the benefit of the parties and their respective successors and, except as otherwise provided in this Contract, their assigns.
24. **Entire Agreement; No Oral Modifications.** This Contract (with all referenced exhibits, attachments, and provisions incorporated by reference) embodies the entire agreement of the City with both parties, superseding all oral or written previous and contemporary agreements between the parties relating to matters set forth in this Contract. Except as

otherwise provided elsewhere in this Contract, this Contract cannot be modified without written supplemental agreement executed by both parties.

EXECUTED and effective as of the ___ day of _____ 2016, by City, signing by and through its City Manager, duly authorized to execute same by Resolution No. ___-___ approved by the City Council on _____, 2016, and by FWTPIDC, acting through its authorized official.

APPROVED AS TO FORM:
XXXXX XXXXX, City Attorney

CITY OF FORT WORTH, TEXAS
XXXXX XXXXX, City Manager

BY: _____

BY: _____

**FORT WORTH TOURISM PUBLIC
IMPROVEMENT DISTRICT
CORPORATION, INC.,**
a Texas nonprofit corporation

By: _____,
_____, Chairman

- Attachments:
Resolution No. ___-___
Exhibit A – The Initial Service Plan
Exhibit B – Financial Reports
Exhibit C – Tourism PID Assessment Collection Process
Exhibit E – FWTPIDC/FWCVB Contract for Services

THE STATE OF TEXAS §
 §
COUNTY OF TARRANT §

CITY OF FORT WORTH, TEXAS
Acknowledgment

BEFORE ME, the undersigned authority, a Notary Public in and for the State of Texas, on this day personally appeared **XXXXX XXXXX**, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed same for and as the act and deed of the **CITY OF FORT WORTH, TEXAS**, a municipal corporation of the State of Texas, Tarrant County, Texas, and as the City Manager thereof, and for the purposes and consideration therein expressed, and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE this the ____ day of _____, 2016.

Notary Public State of Texas

My Commission Expires _____

Notary's Printed Name

THE STATE OF TEXAS §
 §
COUNTY OF TARRANT §

FORT WORTH TOURISM PUBLIC IMPROVEMENT
DISTRICT CORPORATION, INC.
Acknowledgment

BEFORE ME, the undersigned authority, a Notary Public in and for the State of Texas, on this day personally appeared **XXXXX XXXXX**, known to me or proved to me on the oath of _____ or through _____ (*description of identity card or other document*) to be the person and officer whose name is subscribed to the foregoing instrument, and acknowledged to me that he/she executed same for and as the act and deed of **FORT WORTH TOURISM PUBLIC IMPROVEMENT DISTRICT CORPORATION, INC.**, a Texas nonprofit corporation, and as the authorized agent thereof, and for the purposes and consideration therein expressed, and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE this the ____ day of _____, 2016.

Notary Public State of Texas

My Commission Expires _____

Notary's Printed Name

Resolution No. __ - __

Exhibit A

(NEED TO INSERT APPROPRIATE VALUES IN THE BELOW TABLE)

Petition Categories	Allocation	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Incentives & Sales Efforts	42.5%	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Marketing/ Promotion/ Advertising	35.0%	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Site Visits & FAM Tours	10.0%	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Event Funding Application Pool	7.5%	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Operations/ Research/ Administration	5.0%	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
	100%	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$

*Note: Expenditures are limited to actual collections, which cannot exceed the 2% fee on each occupied room as defined in the District's petition.

Exhibit B

(NEED TO INSERT APPROPRIATE DATES AND SCHEDULE IN THE BELOW TABLE)

Category	Timeline (annually)
TPID Management Workshop	April/May/June
1 st Quarter financial report FY2016 (Cover Letter, P&L, Balance Sheet & Spending Update)	December 15, 2016
2 nd Quarter financial report FY2016 (Cover Letter, P&L, Balance Sheet & Spending Update)	March 15, 2017
3 rd Quarter financial report FY2016 (Cover Letter, P&L, Balance Sheet & Spending Update)	June 15, 2017
4 th Quarter financial report FY2016 (Cover Letter, P&L, Balance Sheet & Spending Update)	September 15, 2017
FY 2016 Annual Financial Report	September 15, 2017
FY 2016 Annual Financial Audit Report	November 30, 2017
Reports for 2016 TPID Assessment (Service Plan, Cover Letter, Ten-Year Assessment Plan & Ten-Year Budget)	April 1, 2017

Exhibit C

Tourism Public Improvement District (TPID) Assessment: The Fort Worth Tourism PID was created by Resolution No: ___-_____ on xxxxxxxx xx, 201x. A two percent TPID assessment was created by Resolution No: ___-_____ on xxxxxxxx xx, 201x, and applies to hotels with 100 or more rooms within the designated TPID within the City of Fort Worth. The definitions related to hotel, occupancy, collection procedures, remedies, etc., are applied as referred to in Fort Worth City Code and applicable state law.

TPID Fiscal Year Billing Cycle: The Fort Worth Tourism PID will operate for ten (10) years (xxxxxxx xx, 2017 to xxxxxxxx xx, 2026). The assessment rate will be approved annually by the City Council.

TPID Charges/Collection: The two percent (2%) assessment only applies to hotels that are subject to city hotel occupancy tax at hotels with 100 or more rooms. The TPID assessments will be remitted to and collected by the City using the schedule and process that is in place for City hotel occupancy tax payments. Remittances, collection and any penalties shall occur in accordance with city ordinance and state law.

Exhibit D

**FORT WORTH CONVENTION & VISITORS BUREAU (FWCVB) & FORT WORTH
TOURISM PUBLIC IMPROVEMENT DISTRICT CORPORATION (FWTPIDC)**

EFFECTIVE DATE:	xxxxxxx xx, 2016
TERM OF AGREEMENT:	120 months
CONTRACT AMOUNT:	\$xx,xxx,xxx est.
FWCVB CONTACT:	Bob Jameson 111 W. 4th Street, Suite 200 Fort Worth, TX 76102
FWCVB PHONE NUMBER:	800-433-5747
FWCVB FACSIMILE NUMBER:	xxx-xxx-xxxx
FWTPIDC CONTACT:	XXXXXXXX XXXXXX XXXXXXXXXXXXXXXX Fort Worth, TX xxxxx
FWTPIDC PHONE NUMBER:	xxx-xxx-xxxx
FWTPIDC FACSIMILE NUMBER:	xxx-xxx-xxxx

This Agreement (the "Agreement") is between **FORT WORTH CONVENTION & VISITORS BUREAU** ("FWCVB"), with its principal place of business at 111 W. 4th Street, Suite 200, Fort Worth, Texas and the **FORT WORTH TOURISM PUBLIC IMPROVEMENT DISTRICT CORPORATION** (hereinafter "FWTPIDC"), with its principal place of business at _____, Fort Worth, Texas.

Whereas the Texas Legislature has provided the authority to the City of Fort Worth to create a Tourism Public Improvement District that is composed solely of hotels with 100 or more rooms.

Whereas the City of Fort Worth has received petitions from more than the requisite number of properties within the proposed Tourism Public Improvement District to enable the creation of the district.

Whereas the City of Fort Worth has held the two required public hearings on the public improvement district and on _____, 2016, has approved the creation of a Fort Worth Tourism Public Improvement District.

Whereas a group of hoteliers have created a non-profit 501 (c) (6) entity entitled the Fort Worth Tourism Public Improvement District Corporation (FWTPIDC) with the intention that this entity will oversee the administration of the Fort Worth Tourism Public Improvement District.

Whereas it is the intent of the Fort Worth Tourism Public Improvement District Corporation Board to contract with the Fort Worth Convention and Visitors Bureau to implement the funded activities of the Fort Worth Tourism Public Improvement District.

Whereas the Fort Worth Convention and Visitors Bureau is mutually interested in working with the Fort Worth Tourism Public Improvement District Corporation Board as a contracted entity to implement the District programs under the project funding guidelines authorized by the Fort Worth Tourism Public Improvement District Corporation Board.

Therefore, be it resolved, in consideration of the mutual covenants and conditions set forth herein and in Exhibits and Attachments hereto, all of which are incorporated herein by reference, FWCVB and FWTPIDC agree as follows:

Subject to the terms and conditions specified in Exhibits A and B hereto, FWTPIDC agrees to contract with the FWCVB to perform the obligations specified hereto under the Scope of Work Summary in Exhibit B with reimbursement for actual expenses and services by the FWCVB and other entities for implementation of the work, as provided in the Fort Worth Tourism Public Improvement District Service Plan and Budget.

**FORT WORTH CONVENTION &
VISITORS BUREAU
("FWCVB")**

**FORT WORTH TOURISM PUBLIC
IMPROVEMENT DISTRICT
CORPORATION
("FWTPIDC")**

By: _____

By: _____

Name: Bob Jameson

Name: _____

Title: Chief Executive Officer (CEO)

Title: Chairman

Date: _____

Date: _____

EXHIBIT A

STANDARD TERMS AND CONDITIONS

1. **REPRESENTATIONS AND WARRANTIES.** FWCVB and FWTPIDC each warrant and represent that (i) it has the power and authority to grant the rights and perform the obligations to which it commits herein; (ii) the execution of the Agreement by the person representing it will be sufficient to render the Agreement binding upon it; and (iii) neither its performance hereunder nor the exercise by the other party of rights granted by the warranting party hereunder will violate any applicable laws or regulations, or the legal rights of any third parties, or the terms of any other agreement to which the warranting party is or becomes a party. Each party is separately responsible for ensuring that its performance and grant of rights does not constitute any such violation during the Term. No party's approval of advertising or other copy submitted by another will relieve the other's responsibility under this Section.
2. **USE OF TRADE AND SERVICE MARKS.** Nothing contained herein will give either party a license or other right to use the trade or service marks of the other party except as expressly provided for in this agreement. Any such use will require the prior written consent of the party that owns the marks.
3. **CONFIDENTIALITY.** FWCVB and FWTPIDC each agree that they will not use in any way for their own account or the account of any third party, nor will they disclose to any third party, any confidential information revealed to them by the other party which is identified in writing as confidential prior to disclosure. Each party will take such reasonable precautions to protect the confidentiality of such information as are employed to protect the party's own confidential information of a similar nature. It is expressly understood and agreed that all information disclosed by either party, or gained by either party in the course of this agreement, including this agreement, whether files, records, documents, presentations, research material, operational methods, marketing plans or strategies, electronic data, tapes, software, drawings, manuals, guidebooks, reports, plans, proposals, customer lists, business processes, know-how, specifications, or any other information not generally known outside of FWCVB or FWTPIDC (collectively known as "Confidential Information") shall be considered confidential and shall be retained in confidence.

In furtherance of the business relationship between the parties, it is agreed as follows:

- to take or cause to be taken all reasonable precautions to prevent the disclosure or communication of Confidential Information to third parties consistent with requirements imposed under the Texas Public Information Act;
- that this confidentiality clause shall survive the term of this or any other agreement or understanding the parties may have with each other, and
- that either party will at no time take any action or make any statement that could discredit the reputation of the other party.

4. **TERM AND TERMINATION.** The Agreement will be effective on the Effective Date and will terminate immediately after the completion of the Term. In the event of expiration or early termination of the Agreement, the terms of Section 3 above and Sections 5, 6, and 9 below will forever survive the termination of the Agreement. Either party may terminate the Agreement in the event of a material default by the other party on any of its representations, warranties, or obligations under the Agreement by the following procedure: (i) the non-defaulting party will provide the defaulting party with written notice specifying the particulars of the default; (ii) if the default is not cured within thirty (30) days after such notice is given, the non-defaulting party may terminate the Agreement immediately upon providing written notice to the defaulting party. Additionally, either party may terminate the Agreement for any reason upon the completion of the fiscal year with sixty (60) days' written notice to the other party prior to the fiscal year's completion. Upon provision of termination notice by either party, and except to the extent the other party intends to timely cure its default, both parties will engage in good faith negotiations to arrange for a mutually satisfactory end to the Agreement. In the event of any termination prior to the natural expiration of the Term, FWCVB shall be entitled to payment for deliverables in progress to the extent work has been performed satisfactorily.
5. **INDEMNIFICATION.** FWTPIDC will indemnify and hold harmless FWCVB and their respective institutions, officers, directors, employees, franchisees, attorneys, agents, successors and assigns from any claims, damages, liabilities, losses, government procedures, and costs, including reasonable attorneys' fees and costs of suit, arising out of (i) FWTPIDC's failure to comply with applicable laws and regulations, unauthorized use of FWCVB's trademarks or negligence or willful misconduct in connection with its performance of the Agreement; or (ii) FWTPIDC's intentional misrepresentation or breach of any warranty, obligation or covenant of the Agreement.

FWCVB will indemnify and hold harmless FWTPIDC and its respective institutions, officers, directors, employees, franchisees, attorneys, agents, successors and assigns from any claims, damages, liabilities, losses, government procedures and costs, including reasonable attorneys' fees and costs of suit, arising from (i) FWCVB's failure to comply with applicable laws and regulations, unauthorized use of FWTPIDC's trademarks or negligence or willful misconduct in connection with its performance of the Agreement; or (ii) FWCVB's intentional misrepresentation or breach of any warranty, obligation or covenant of the Agreement.

Except in the case of third party claims, neither party will be obligated to the other party for indirect, special, consequential, or incidental damages.

6. **DISPUTE RESOLUTION.**
- a. All claims, disputes or controversies between the parties under this Agreement ("Claim") that cannot be resolved through ordinary business negotiations will be resolved, at the election of either party, through mediation until such time as the parties mutually agree to terminate such mediation or the mediator declares an impasse.

- b. All offers, promises, conduct and statements, whether written or oral, made in the course of negotiation, or proceedings by either party to confirm awards hereunder are confidential, privileged, and inadmissible for any purpose, including, without limitation, impeachment or estoppel, in any other litigation or proceeding involving any of the parties, provided that evidence that is otherwise admissible or discoverable will not be rendered inadmissible or non-discoverable as a result of its use in the negotiation or arbitration.
7. **RELATIONSHIP OF THE PARTIES.** FWCVB and FWTPIDC are independent contractors, and the Agreement does not create a partnership, joint venture, employee/employer or other agency relationship between them.
8. **ASSIGNMENT.** The Agreement will be binding on and inure to the benefit of each of the parties, their successors and assigns. It may not be assigned or transferred, in whole or in part, without the written consent of the other party. Any such assignment or transfer without consent will be void.
9. **NOTICES.** All notices and other communications required to be given under the Agreement shall be in writing and shall be deemed to have been given (i) when personally delivered; or (ii) three (3) business days after mailing, postage prepaid, by certified mail; or (iii) when delivered (and received for) by an overnight delivery service, addressed in each case to the parties at the addresses set forth on the Agreement unless a different address shall have been designated in writing.
10. **GOVERNING LAW.** The Agreement will be governed by the laws of the state of Texas, without giving effect to its conflicts of law provisions. Any failure by either of the parties to exercise any right granted herein upon the occurrence of any contingency set forth in this Agreement will not in any event constitute a waiver of any such right upon the exercise of any such contingency. In case any term in this Agreement shall be held invalid, illegal or unenforceable in whole or in part, neither the validity of the remaining part of such term nor the validity of any other term shall be in any way affected thereby.
11. **OWNERSHIP.** All records, reports, documents and other material delivered or transmitted to FWTPIDC by FWCVB shall remain the property of FWCVB, and shall, upon request, be returned by FWTPIDC to FWCVB, at FWTPIDC's expense, at termination or expiration of this contract. All records, reports, documents, or other material related to this contract and/or obtained or prepared by FWTPIDC in connection with the performance of the services contracted for herein shall become the property of FWTPIDC, and shall, upon request, be returned by FWCVB to FWTPIDC, at FWCVB's expense, at termination or expiration of this contract.
12. **INSPECTION AND AUDIT.** The FWTPIDC, or its authorized agents or representatives, shall have the option of reviewing, examining, and/or auditing all accounts, records, documents, books, and other supporting materials of FWCVB relating to this contract. FWCVB shall provide reasonable access to such material at no charge.

13. **FUNDING.** The continuation of this contract is contingent upon the approval of funds to fulfill the requirements of the contract by the City of Fort Worth. If the City fails to approve sufficient monies to provide for the continuation of the contract, or if such approval is denied, the contract shall terminate pursuant to Section 4 above.
14. **NONDISCRIMINATION CLAUSE.** FWTPIDC and FWCVB agree not to discriminate in their employment practices, and will render services under this contract without regard to race, color, religion, age, sex, national origin, veteran status, political affiliation, or disabilities. Any act of discrimination committed by FWTPIDC or FWCVB shall be grounds for immediate termination of this contract.
15. **AMENDMENTS IN WRITING.** Any alteration, variation, modification, or waiver of provisions of this contract shall be valid only when it has been reduced to writing, executed by all parties. The effective date of this contract may be extended only if an amendment to that effect is duly executed by the contracting parties and approved by the necessary authorities prior to said termination date.
16. **SEVERABILITY.** If any provision of the Contract is declared or found to be illegal, unenforceable or void, in whole or in part, then both parties shall be relieved of all obligations arising under such provision, but only to the extent that it is illegal, unenforceable or void, it being the intent and agreement of the parties that the Contract shall be deemed amended by modifying such provision to the extent necessary to make it legal and enforceable while preserving its intent or, if that is not possible, by substitution therefore another provision that is legal and enforceable and achieves the same objectives. Any such invalidity, illegality, or unenforceability shall not affect any other provision of the Contract. The parties agree to negotiate in good faith for a proper amendment to the Contract in the event any provision thereof is declared illegal, invalid or unenforceable.
17. **ENTIRE AGREEMENT.** The Agreement, and Exhibits A and B, and Attachments A, B, C, D, and E thereto constitute the entire agreement and understanding between FWCVB and FWTPIDC, and there are no other agreements, representations, warranties or understandings between FWCVB and FWTPIDC with respect to the subject matter hereof. To the extent that any other agreement, written or verbal, appears to exist between the parties with respect to the subject matter hereof, the Agreement supersedes any such agreement.

(The remainder of this page intentionally left blank)

EXHIBIT B

SCOPE OF WORK for the Fort Worth Convention & Visitors Bureau (FWCVB) on behalf of the Fort Worth Tourism Public Improvement District (FWTPID) and the Fort Worth Tourism Public Improvement District Corporation (FWTPIDC)

Summary

The Fort Worth Convention and Visitors Bureau (FWCVB) proposes to contract with the Fort Worth Tourism Public Improvement District Corporation (FWTPIDC). The contract will enable the FWCVB to implement additional marketing and incentive programs to secure increased convention, group, and other hotel activity to the City of Fort Worth. The contract will be funded by Fort Worth Tourism Public Improvement District (FWTPID) proceeds received from a two percent special assessment levied against all hotels with 100 or more rooms within the City of Fort Worth.

To implement this program, the Fort Worth Tourism Public Improvement District Corporation (hereinafter referred to as FWTPIDC) Board will adopt an annual budget along with specific ROI requirements for marketing and incentive expenditures. The FWTPIDC Board shall adopt incentive and marketing policies and protocols under which the FWCVB can pursuant to advance approval by the FWTPIDC Board, implement projects if the project meets the preset criteria adopted by the FWTPIDC Board. The FWTPIDC Board may choose to provide adjustments to the annual plan throughout the budget year that are not inconsistent with the annual adopted FWTPID budget and service plan. The FWCVB shall expend FWTPID proceeds only for proposals that meet the ROI standards and protocols adopted by the FWTPIDC Board of Directors unless a specific exception is approved by a majority of the FWTPIDC Board of Directors.

Mission of the FWTPID: The Fort Worth Tourism Public Improvement District is a public improvement district dedicated to improving convention and group hotel bookings and hotel room night consumption in the City of Fort Worth.

Purpose of the Public Improvement District and the Non-Profit Corporation: The creation of the Fort Worth Tourism Public Improvement District and of the Fort Worth Tourism Public Improvement District Corporation is to ensure the effective and judicious allocation of district assessment revenues to accomplish the above noted mission of the District.

Start-Up Costs for Creation of the PID

It is understood by both the FWTPIDC and by the FWCVB that there are certain start-up costs for creation of the district. These costs include the consulting, legal, and administrative services that enabled creation of the district, and the administrative costs to the city for implementing the district. State law provides for the reimbursement of these costs from the proceeds of the District once it is established and the FWCVB will coordinate the presentation for

payment/reimbursement of these costs to the FWTPIDC Board for their approval. It is estimated that these costs will total less than \$xxx,xxx.

Ongoing Administrative Costs for the PID

Similarly, it is understood by both the FWTPIDC and by the FWCVB that there are certain ongoing administrative costs for operation of the district. These costs include the consulting, legal, and administrative services that enable sustaining the operation of the district, and the administrative costs to the city for processing payments of the assessments to the district. State law provides for the reimbursement of these costs from the proceeds of the District and the FWCVB will coordinate the presentation for payment/reimbursement of these costs to the FWTPIDC Board for their approval. It is estimated that these costs will total less than \$xxx,xxx per year.

General FWTPIDC Operations

Obligations and Expenditures: The FWCVB is authorized to enter into contracts and otherwise obligate and spend FWTPIDC funds only in accordance with the FWTPIDC Board approved budget and plan. The FWCVB shall not incur obligations or indebtedness for the current or any future fiscal year in excess of its fund balance and/or anticipated revenues that will be available by the fiscal year in which the obligation must be paid.

Requisitions to utilize FWTPIDC funds will only be sought by FWCVB staff for initiatives that meet the FWTPIDC ROI criteria as outlined in the FWTPIDC budget and operating plan. The FWCVB CFO must review all such expenditures to ensure compliance with this agreement and the approved FWTPIDC budget and plan. Staff utilizing FWTPIDC funds shall be bound by current FWCVB travel and expense policies.

Maintenance of FWTPIDC Funds: All assessment funds received from the City of Fort Worth for the FWTPIDC shall be deposited in a bank account separate from all other FWCVB funds. Utilized banking institutions shall be FDIC insured and maintain a minimum of either a Moody's rating of "Baa1" or higher, or a Standard & Poor's rating of "BBB+" or higher. An annual investment strategy and goals shall be presented to the FWTPIDC Board as part of the annual plan and budget approval process for funds that do not need to be reserved for maintenance and operation of the district.

Insurance and Audit Services: The FWCVB shall secure insurance and financial and performance audit services for matters pertaining to the FWTPIDC. The representation contracts will generally go out through a RFP process in compliance with the city's MWBE guidelines. Recommendations will be brought to the FWTPIDC Board for approval. The completed performance and annual audit reports will be provided to the FWTPIDC Board and to the PID Administrator for the City of Fort Worth.

Staffing Pattern and Duties Summary

The FWCVB will accomplish its contractual duties for the FWTPIDC through a mix of contracts with outside firms, very limited hiring of new staff, and utilization of existing FWCVB staff. The costs for each of these resources will be allocated to the FWTPIDC solely based on the percentage of time spent on FWTPIDC functions that are within the approved FWTPIDC budget and action plan. Below is a summary of the anticipated staffing pattern, duties, and costs related to the FWTPIDC with a total anticipated administrative cost of under \$xxx,xxx.

Approvals from FWTPIDC Board

Approval of Budget, Operating Plan, and Amendments/Exceptions: The annual FWTPIDC budget and operating plan will be presented to the FWTPIDC Board for approval at a meeting at least 30 days prior to the start of each fiscal year, other than the initial fiscal year of the TPID. Proposed amendments or exceptions to the annual plan or to the ROI protocols may be presented to the FWTPIDC Board for approval at their quarterly meetings. If there is a very time sensitive matter, recommendations for amendments or exceptions may be presented to the FWTPIDC Board at other times through email or specially called meetings, in accordance with the FWTPIDC bylaws. For the purposes of this agreement, amendments may also include the addition or deletion of previously approved marketing or sales initiatives.

Overall Goals for FWTPIDC Marketing and Promotion Initiatives: The goals of the FWTPIDC marketing and promotion initiatives will be outlined definitively in each year's annual plan that will be approved by the FWTPIDC Board. The target audience will include convention and meeting planners, business travelers, and leisure travelers.

Requests for Exceptions to ROI Requirements: While the FWCVB does not anticipate the need to ask for exceptions to the ROI Requirement, it is possible that such a situation may present itself. For example, there may be a meeting that requires more incentives than the ROI in lodging nights would indicate (e.g.; conventions held by ASAE, MPI, etc.) but offers the city and its hotel sector access to entities that can bring much other needed conventions and groups to our area. In such scenarios and other meritorious situations, the FWCVB staff may bring such items up for consideration to the FWTPIDC Board for their review and consideration. A brief summary of the anticipated ROI and an explanation of the grounds for considering an exception will be provided to the FWTPIDC Board. Whether to grant such an exception will be at the discretion of the FWTPIDC Board. Similarly, the FWTPIDC Board, one of its members, or a funding hotel within the district may propose such an item for consideration by the FWTPIDC Board for its review and consideration.

Shifting Between Expenditure Categories: The FWCVB has the authority to propose to the FWTPIDC Board a shifting of resources between categories for approved activities and efforts. Shifts between categories shall not exceed 10%. Similarly, the FWTPIDC Board on its own motion may propose, approve and require such a shifting of resources.

Conflict of Interest Administration: It is possible that certain hotel members of the FWTPIDC, and in certain cases a majority of the board, will have an interest in a city-wide or

regional convention or meeting that may be marketed or provided incentives through the FWTPID. In such cases, the FWCVB shall work with the involved board member(s) to file the appropriate conflict of interest forms as outlined in the bylaws for the FWTPIDC and shall secure the needed votes to authorize the project as outlined in the bylaws for the FWTPIDC.

Reports to the FWTPIDC Board

Reports on Status of Projects/Expenditures: Quarterly and annual reports shall be provided to the FWTPIDC Board on the progress of the FWCVB staff in implementation of the FWTPID programs. These reports will indicate the status of progress on the approved plan, financial statements, bank balances, and a cash flow statement showing the timing of actual FWTPID revenues and expenses. The quarterly financial statement, balance sheet, and statement of activities shall be maintained and presented in compliance with General Accepted Accounting Principles (GAAP) for non-profit corporations. These reports shall be similar to those currently produced by the FWCVB, incorporating the items contained in the FWTPIDC board approved plan and budget.

The FWCVB staff will also provide courtesy copies of the quarterly and annual reports to the PID Administrator for the City of Fort Worth for further distribution.

Financial Statements: The FWTPID cash flow statement will show the timing in which actual assessments will be collected and when they will be spent. In accordance with standard practices, the FWCVB may book meetings that will be held a number of years later. In this case, a meeting may be booked, and an obligation made, in one year; but the incentive expense will not actualize until the meeting occurs (up to twenty years in the future). With this in mind, revenues will be shown over the ten-year term of the district, while expenses are shown over a twenty-year period (ten years past the initial ten year term of the PID). As the attached sample indicates, balances are carried forward, and all FWTPID assessments along with any earned interest will be proposed for expenditure over the booking period for eligible FWTPID marketing, events, and programs. In accordance with city and state law, any funds not obligated during the term of the district must be returned to the city for distribution back to the assessed properties.

Access to FWTPID Materials: Reasonable access to all FWTPID related materials and information shall also be available to the FWTPIDC Board at all times. Courtesy copies of these reports will also be emailed to the Fort Worth City Manager for further appropriate distribution. Requests for access to FWTPID documents by other parties will be handled as required under the Texas Public Information Act.

Orientation for the Fort Worth FWTPIDC Board: An annual orientation shall be done for the FWTPIDC Board on the administration of the FWTPID, board roles and responsibilities, and the responsibilities of the FWCVB under this contract.

(The remainder of this page intentionally left blank)