

MINUTES  
TOURISM COMMISSION  
May 2, 2019  
4:00 p.m.-4th Floor Conference Room

	<u>Name</u>	<u>Members' Term Attendance</u> (mtgs attended-mtgs absent)	<u>End of Current Term of Office</u>
MEMBERS PRESENT:	Jim Lehr	(02-00)	03/13/22
	Gary Westcott Jr	(02-00)	03/13/22
	Benjamin Fliegel	(02-00)	03/13/20
	Richard DeShon	(04-01)	03/13/21
	Matt Robertson	(08-05)	03/13/20

MEMBERS ABSENT:

STAFF PRESENT:

Ted Elo, Assistant City Attorney  
Clint Thompson, Planning & Community Dev Director  
Rebecca Shipp, Executive Secretary

**Call to Order** –DeShon called the meeting to order at 4:00pm.

DeShon stated all members were present.  
(Quorum is present. Three members constitute a quorum)

**MINUTES FROM APRIL 4, 2019**

Lehr made the motion to approve the minutes. Robertson seconded

DeShon asked members to respond verbally if in favor

**\*\*all present responded aye verbally\*\***

**TIMEFRAME FOR PROJECT IMPLEMENTATION**

DeShon led discussion regarding timeframe implementation. DeShon stated he would like to consider forming subcommittees to explore the five areas presented in the Riverfront Master Plan.

Thompson stated the task of the Tourism Commission is to make recommendations to the Council on expenditures for projects.

Lehr stated the commission should listen to ideas, gather information and forward findings to council with the main function to serve the local community and draw tourist to the city as well.

Lehr suggested proposals have a limit of 500 words, with funding sources and timeframes

Robertson asked if those parameters were already in place

Thompson explained the tourism commission has an established procedure where groups can apply twice a year for funds. Request under \$20,000 would go directly to council, amount over \$20,000 would come before the commission. The commission would then make a recommendation to the council.

Robertson asked if the information regarding established procedures could be emailed to the group.

Thompson stated Monday night the Council will be voting on approval of the Riverfront Masterplan. The plan took 6 months to put together and contains ideas and proposals which the voters expressed an interest in going back to 2011. After approval of the Masterplan, implementation would be the next step. If the recommended projects are ones included within the scope of this masterplan then the recommendations would come from this commission. If the commission wished to entertain something that is not within the masterplan, Thompson stated he would need to get direction from Council on how they wished to proceed.

DeShon asked what the limitations on the \$800,000 approved by this commission were

Thompson stated the \$800,000 allowed for the contract with SWT Design with the remaining amount for initial design, engineering and infrastructure improvements as part of riverfront development

Lehr asked who is responsible for the accounting

Elo responded the City accounting department

Thompson stated the City is designing sewer extensions for the area

DeShon asked if we are paying for it.

Thompson responded it is part of the \$800,000 and possibly out of another city fund

Ken Reeder stated his reasons for disapproval

Discussion was held between commissioners and Reeder regarding what was appropriate.

Elo informed Reeder his comments were out of order as he is not a member of the commission.

Discussion was held among commissioners regarding the Cook Road extension project

DeShon suggested inviting Andy Clements to attend the next meeting of the Tourism Commission.

Robertson requested information on how people can request funds

Thompson stated the Transient Guest Tax is divided among Riverfront Development and the Downtown area.

There was discussion among commissioners regarding the inclusion of B&B's in the Transient Guest Tax

Thompson stated again that Monday's vote by the Council does not trigger any projects, it is only the approval of the Masterplan.

The meeting adjourned at 4:52 pm.

Minutes respectfully submitted,

Rebecca Shipp

cc: Paula Heyde, City Clerk  
Tourism Commission Members  
J. Bruce Woody, City Manager  
Clint Thompson, Planning & Community Development Director  
Bryan Carter, City Attorney  
Tom Mahoney, Administrative Services Director  
Mark Townsend, Technology Associate Director