

TOURISM PROMOTION ADVISORY COMMITTEE (TPAC) MINUTES
Thursday – February 18, 2016

CALL TO ORDER

Meeting called to order at 4:00 PM

1. ROLL CALL

Present: Committee members Candice Michel, Bob Pieper, Skip Watwood and Committee Chair Tim Patterson

Also present, City Manager Gary Milliman, Parks Supervisor Tony Baron, Chuck Costello

Absent: Committee members Barbara Ciaramella, Emma Keskeny

2. APPROVAL OF MINUTES – Motion made to approve the minutes of January 21, 2016; motion seconded and Committee voted; the motion carried unanimously.

3. PUBLIC COMMENT

Tony Baron, Parks Supervisor requested a letter of support from the TPAC committee for a park grant application for trail improvements at Azalea Park. **Motion made by Candice Michel to authorize Tim Patterson to a sign letter of support; motion seconded and Committee voted; the motion carried unanimously.**

4. ACTION ITEMS

a. Brookings Harbor Visitor Center Proposal – item removed from agenda.

b. Avenue of the Arches Proposal - Claus Gielisch of Natures Coastal Holiday presented proposal for the Avenue of Arches. **Motion made by Candice Michel to recommend to City Council that the \$4,726 request be funded 50% from TOT funds and 50% from other City Funds.** Committee discussed further. **Motion seconded and Committee voted; the motion carried unanimously.** Matter forwarded to City Council.

c. Wild Rivers Music Festival Change – Scott Graves advised that the Wild Rivers Music Festival event has been changed to a one day event. **Motion made by Candice Michel to acknowledge the event has been changed to a one day event and that it's acceptable with TPAC. Motion seconded and Committee voted; the motion carried unanimously.**

d. Dining Video RFP – Committee reviewed proposed RFP. **Motion made by Tim Patterson that RFP be rewritten with changes noted, and to include no contribution by businesses and that the focus of the project be on dinner and evening activities.** Discussion continued. **Motion seconded and Committee voted; 3 in favor and Bob Pieper dissenting; the motion carried.**

e. Travel Oregon (TO) Liaison Clarification – Discussion concerning TPAC representatives to Travel Oregon. Gary clarified that he interacts with TO as a part of his role as the City's business agent. Committee reviewed memo from Mayor. TO has no provision for liaisons from committees like TPAC. No action taken.

f. Travel Oregon Bike Friendly Business Program – Gary will have Lauri Ziemer survey businesses in town to determine level of interest.

5. INFORMATIONAL ITEMS

a. City Council action from February 8, 2016 - Gary reported on City Council actions.

b. TPAC policy for funding events donating to Non-Profits – Committee discussed. **Motion made by Tim Patterson to establish a policy whereby TPAC will not approve requests for funding that include the donation of profits to non-profit organizations without reimbursing City for grant funds. No second. No action taken.** Gary to draft a policy for consideration at the March meeting.

c. Budget and Internet Hit Info – reviewed, no discussion

6. SCHEDULE NEXT MEETING - Next meeting scheduled for March 17th at 4:00 pm.

7. ADJOURNMENT - no further business before the Committee, the meeting adjourned at 5:48 pm.

Respectfully submitted,



Tim Patterson, Chair

(approved at March 17, 2016, meeting)