

**TOURISM PROMOTION ADVISORY COMMITTEE (TPAC) MINUTES**  
**Thursday – March 17, 2016**

**CALL TO ORDER**

Meeting called to order at 4:00 PM

**1. ROLL CALL**

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

Also present: City Manager Gary Milliman, City Recorder Joyce Heffington appeared to answer commission question

**2. APPROVAL OF MINUTES – Motion made to approve the minutes of February 18, 2016; motion seconded and Committee voted; the motion carried unanimously.**

**3. PUBLIC COMMENT**

Mike Frederick of Chetco Running Club advised they have the course laid out, they have vendors and bands scheduled and are anticipating a good turnout. In case of rain they have rented tents. He also advised Kite Festival organizers are being sponsored by the Casino and many participants will be staying at the Casino, not in local motels and wanted TPAC aware of that if they request funds.

Mike expressed interest in applying for a position on the TPAC commission and the number of people allowed to live in/out of the city limits and be on the committee. Joyce Heffington advised that the commission consists of seven members; all seven must reside in Curry County, at least four of which must be City residents, three can be non-city residents but must have an economic interest, such as property ownership, business ownership or employment within the City. In order to change membership requirements City Council would have to change the ordinance. Currently have two committee members who reside in the City and three who live outside the City and two openings.

Chrissy Perry, Event Planner for the Port reported that the Crab Fest, if continued, will be trying to cut down the costs of food, supplies, tents, tables and chairs in order to break even. Large portion of the cost is toward the renting of a tent. Commission requested discussion of an Event Tent be placed on next months agenda with invitation to Barbara Ciaramella to attend to review information she had previously researched.

**4. ACTION ITEMS**

- a. Dining Video RFP** – Commission reviewed proposed RFP, Candice advised that last sentence needs to be removed from the Project Description concerning the contractor being able to collect a fee from participating establishments per the minutes from last meeting. RFP forwarded to the City Council.
  
- b. TPAC Residual Use Policy** – Gary Milliman presented draft TOT Residual Use Policy. **Motion made by Candice Michel to send the policy to City Council for approval; motion seconded;** discussion pursued. Bob Pieper stated the initial reason for TPAC grants was to put people in beds, and that is what funded events accomplish so they should be able to contribute monies to non-profits they support. Candice stated the goal was also to assist events with seed money in getting established and any money they make in profit was to be seed money to sustain the event for the next event, rather than coming to TPAC for funds again. Commission is willing to fund events but if they make a profit, must pay back TPAC funds before donating to

non-profits. Gary clarified that the intent of the policy is to prohibit non-profits from giving profits to another non-profit. **Committee voted; four in favor, Bob Pieper opposed; the motion carried.** Policy forwarded to the City Council.

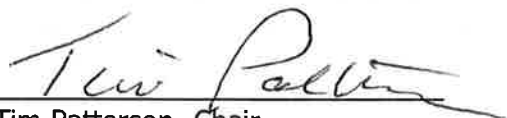
## **5. INFORMATIONAL ITEMS**

- a. City Council action** – Avenue of Arches has yet to be on City Council Agenda.
- b. Budget and Internet Hit Info** – reviewed expenses and remaining funds.
- c.** Gary advised the Budget Committee received a request for funds for the 4<sup>th</sup> of July fireworks from the VFW and has instructed City Council to include 10% of the costs (\$2500) to come out the TPAC 2016-17 proposed budget.
- d.** Gary attended the Chamber of Commerce Board of Directors meeting as an ex-officio member and they will be relocating the Chamber office and Visitors Info Center from the Harbor possibly to downtown.
- e.** Bob Pieper wondered if photographs could be submitted for some of the TPAC advertising, Gary said yes, please submit.
- f.** Candice met with Joe Moran and the robotic high school class and they are submitting ideas for their drone projects. Bob suggested the upcoming Chetco Brewing event be filmed.
- g.** Tim advised the Chamber has turned over handling of everything for the Azalea Festival except the parade and shrimp feed. The Port would like to have six bands in the parade that would bring more people to town.

**6. SCHEDULE NEXT MEETING** - Next meeting scheduled for April 21<sup>st</sup> at 4:00 pm.

**7. ADJOURNMENT** - no further business before the Committee, the meeting adjourned at 5:04 pm.

Respectfully submitted,



Tim Patterson, Chair

(approved at April 21, 2016, meeting)