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TOURISM COMMISSION MEETING

Monday, 4 November 2013
City Council Chambers, 10:00 a.m.

I. CALL TO ORDER

Cm Eugene Tish called the meeting to order at 10:02 a.m. Present were Commission members Suzanne McCarthy, Kelley Cook, Marcus Hinz, and Lori Wilcox, City Manager John O'Leary, Assistant City Manager Mary DeLoria, Jeff Hunter (Harborview Inn), Valerie Folkema (Garibaldi Marina) and Terra Moreland (Mediamerica).

II. CONSENT CALENDAR

A. Approval of minutes from October 7, 2013 Tourism Commission meeting

MOTION Made by Cm McCarthy to accept the minutes from the October 7, 2013 Tourism Commission meeting as presented. Seconded by Cm Hinz. AYES: Tish, McCarthy, Cook, Hinz, Wilcox. NAYS: None. Motion passed.

III. WELCOME / INTRODUCTIONS

- A. Chair Tish introduced the newest member of the commission Lori Wilcox, who was appointed to serve the remainder of vacated position number 5 which expires December 31, 2014. Tish mentioned the planned Community Advisor role, in which he has invited the other commission applicants to serve.
- B. Chair Tish introduced the other visitors, Jeff Hunter and Terra Moreland.

IV. CORRESPONDENCE

A. Discussion of the Headlight Herald calendar promotion. No decision made.

V. OLD BUSINESS

A. *Post-Season Tourism Meeting Series* - Cm Hinz gave a brief summary

of the meeting series, noting that he would give a full report at the December GTC meeting. Hinz reported that a strong recommendation among the ten businesses represented over the course of the three meetings was development of a community plaza. Pre-season meetings with business owners were suggested for March or April.

MOTION Made by Cm. Wilcox to hold a pre-season meeting series with business owners in April, 2014. Seconded by Cm Hinz. AYES: Tish, McCarthy, Cook, Hinz, Wilcox. NAYS: None. Motion passed.

Chair Tish expressed his appreciation to Cms McCarthy, Cook, and Hinz for their assistance with the Fall, 2013 meeting series.

- B. *Fiscal Year 2013-2014 Projects* – Deferred to the December meeting.
- C. *Community Hall Project* – O’Leary summarized the project, discussing the revised floor plan which addresses the space and ADA requirements. O’Leary noted that the design features a catering kitchen and that there is no state or federal requirement for a commercial kitchen or kitchen of any kind. He also discussed the renovations to the fire department meeting room, the ADA ramp upgrade and noted that the ADA-compliant restrooms on the north end of the building are the smallest possible configuration for the size of the building. Cm Cook commented that she would like to have included wiring for a double oven and have the commercial coffee maker moved closer to the sinks. Discussion of using a convection plus hot hold rather than a standard hot hold and separate double oven unit. O’Leary discussed moving to an efficient electric heating system. Discussion of emergency services needs and the load on the generator during emergency use.
Discussion of reduced capacity with the new configuration. Consensus that 90 – 130 seated capacity in the main hall was workable. The design was approved by consensus.
- D. *Oregon Coast Summit* – Cm Hinz noted his position as Director of Oregon Coast Visitors Association and discussed elements of the summit. Discussion regarding the merits of setting the event in October.
- E. *North Coast Salmon Rendezvous* – Chair Tish reported that the North Coast Salmon Rendezvous is this week and gave a brief overview of the event
- F. *Special Events Permit Process* – Cm McCarthy reported that the city council agreed to allow fishing guides to operate under the special event permit for the North Coast Salmon Rendezvous for guiding out of Garibaldi without a current city business license. The coverage period will extend only through the event dates. Cm McCarthy noted that the council plans to review the business license ordinance in the future.

V. NEW BUSINESS

- A. *Editorial Calendar and Public Relations Budget* – Cm Hinz discussed the proposed budget and other aspects of the project. Commission gave consensus approval to proceed.
- B. *Travel Oregon* – Terra Moreland from Mediamerica gave a presentation on her proposed advertising package, explaining cost and features. A special meeting was scheduled for November 14, 2013 at 10:00 a.m. to discuss the proposal further.

VI. ADJOURNMENT

Meeting was adjourned at 12:17 p.m. by Chair Tish. The next regular meeting of the Garibaldi Tourism Commission is scheduled for Monday, December 9, 2013 in the City Council Chambers, beginning at 10:00 a.m.

Eugene Tish, Chair

ATTEST:

John O'Leary, City Recorder