***VISITORS COMMITTEE MEETING MINUTES***

*January 5, 2024 at 8:10 AM*

*City of Valley City Commission Chamber and Zoom*

Chair Koepplin called the meeting to order at 8:13 AM.   
  
Present: Bobby Koepplin, Mary Lee Nielson, Tyler Marthaler via Zoom, Tammy Jo Taft, Tina Olson

Others Present: City Administer Crawford, Administrative Assistant Hintz

Guest Present: Randy Ladbury

**Minutes**Member Taft moved to approve the minutes of the June 16, 2023 meeting, seconded by Member Olson. Motion passed unanimously.

**Consider Arc of Barnes County Thrift E Shop Application for Image Enhancement Grant.**

Randy Ladbury gave an overview of the proposed project. The Arc will be replacing the windows on the South side of the building and replacing the siding on the South & East sides of the building using local contractors. The colors will be a taupe & bronze two tone coloring.

Member Nielson moved to approve as a recommendation to the city commission to approve $7500.00 from the Image Enhancement Grant for this project contingent on the Credit Check, seconded by Member Taft. Motion passed.

**Reviewed Financials**

**Image Enhancement Grants**

**Food & Beverage Grants**

Chair Koepplin requested financials from the last 3 years to verify Ash Tree Grant and the process. Member Taft made a recommendation that all monies spent through this Committee must follow the application process. All entity’s must also pass a Credit Check before a recommendation goes before the Commissioners.

Member Olson moved to approve, seconded by Member Nielson. Motion passed unanimously.

**Other**

Discussion that going forward, no monies will be released until receipts are turned in. If there is a request for Matching Funds, a letter of approval can be written but the funds will not be released until the receipts for the project have been returned.

By Consensus, Chair Koepplin, City Administrator Crawford and City Attorney Martineck will update the current guidelines and processes for the Visitor Committee Guidelines. These changes will be brought back to the Visitor Committee. If approved, they will then forward the recommended changes to the Commissioners for final approval.

Living Local App discussion. An application that is for all City Entities to combine their information into one location. Initial cost is $6000. total for the first 3 years. The first $2000. will be requested from the Sheyenne Foundation as this Application is helping the whole Community. The remainder will be requested from other groups. After the 3 years, there will be a yearly $780. fee split amongst the Entities involved.

**Meeting adjourned at 9:21 AM.**