

Visitor's Committee Meeting

City of Valley City Commission Chambers

January 31, 2020 at 7:30 a.m.

Present: Bobby Koepplin, Dick Gulmon, Mary Lee Nielson, Greg Vanney.

The meeting was called to order by Chair Bobby Koepplin.

Chair Koepplin added the following items to the agenda:

- Confirm chair of Beautification Committee & Streetscape Committees
- Review request for funds from CVB to use additional revenue for billboard (\$425/month)

Minutes of last meeting

Member Gulmon moved to approve the minutes of the July 23, 2019 meeting, seconded by Member Vanney. The motion passed unanimously.

Financials Year to Date

Chair Koepplin reviewed the Image Enhancement Financials. Member Reid moved to approve as presented, seconded by Member Nielson. City Auditor Richter stated she will wait one more month to see what is actually received for 2019 and then transfer it to the streetscape project in February. Motion carried.

Chair Koepplin reviewed the Food & Beverage Financials. Member Vanney moved to approve as presented, seconded by Member Gulmon. Motion carried.

Consider recommendation to establish 12 month deadline to use funds for Image Enhancement Grant and Image Enhancement Grant for Historic Buildings

Chair Koepplin opened the floor for discussion of a proposed 12 month deadline to utilize funds and indicate that a 6 month extension request may be granted for worthy reason(s) or the funds will be deobligated. Koepplin noted the Food & Beverage Grant has a deadline to use funds. Discussion occurred.

Member Nielson moved to approve the following change for the Image Enhancement Grant; Image Enhancement Grant for Historic Buildings; and Food & Beverage programs:

“Grant funds need to be spent within one year’s time. The opportunity for a six month extension may be approved with a request to the Visitors Committee. Should a project not be completed within 18 months, the applicant will need to reapply for remaining grant funds.”

The motion was seconded by Member Gulmon. Motion carried.

If approved [previous item], consider deadline of July 1, 2020 for current projects:

- Wild Prairie Bakery/Erin Hannig
- Brockopp Brewing
- Ivy Real Estate
- Chamber of Commerce – Rosebud (Food & Beverage)

Discussion occurred regarding application dates. Member Vanney moved to approve the following deadlines:

- Wild Prairie Bakery/Erin Hannig – August 1, 2020 (Project approved: 08/21/2018)
- Brockopp Brewing – August 19, 2020 (Project approved: 02/19/2019)
- Ivy Real Estate – December 18, 2020 (Project approved: 06/18/2019)
- Chamber of Commerce – Rosebud (Food & Beverage) – August 1, 2020 (Project approved: 04/03/2018)

Member Nielson seconded the motion. Motion carried.

Tufte will update the applications, website, and send letters to project contacts after City Commission approval.

Discuss guidelines for Food & Beverage Grant

Chair Koeplin informed the Committee of a potential application from the Eagles. Discussion occurred regarding multiple requests for funds from the Food & Beverage Grant and/or for deferred maintenance items. Committee discussed support previously offered to the Eagles as the Convention Center for Valley City. Consensus was for the Eagles to apply for funds, being sure to include estimates for the committee to review.

Review request for funds from CVB to use additional revenue for billboard (\$425/month)

Member Nielson declared a conflict of interest for the CVB request. Member Vanney moved to allow Member Nielson to vote, seconded by Member Gulmon. Motion carried.

Member Nielson requested an additional \$11,200 be added to the CVB budget for billboard. The revenue for the 3% lodging tax fund covers this addition.

Member Gulmon moved to approve the request, seconded by Member Reid. Motion carried.

Confirm chair of Beautification Committee & Streetscape Committees

Chair Koeplin reported Sharon Buhr will serve as the chair of the Beautification Committee and Jeff Edwards as chair of the Streetscape Committee.

Member Nielson moved to confirm the chairs, seconded by Member Vanney. Motion carried.

Other

Member Vanney congratulated the Bakery and Brewery. Member Nielson offered a shout out to the Summer Nights on Central committee.

Adjourned at 8:08 a.m.

Respectfully submitted,

Emma Tufte
Acting Secretary