

VISITORS COMMITTEE MEETING MINUTES

April 22, 2020

8:00 AM via conference call/Microsoft Teams

The Visitors Committee meet on Wednesday, April 22, 2020 at 8:00 AM CT, via conference call/Microsoft Teams. Board Members attended from alternate locations to minimize group size and contact, as recommended by state and federal government officials due to COVID-19 and as allowed in ND Executive Order 2020-16.

Chair Koeplin called the meeting to order at 8:13 AM.

Members present: Dick Gulmon, Ken Reid, Mary Lee Nielson, Greg Vanney.

Others present: City Auditor Richter, Tyler Jacobson.

Minutes

Member Gulmon moved to approve the minutes of the January 31, 2020 meeting, seconded by Member Vanney. Motion carried.

Financials Year to Date

- **Image Enhancement Grants**
\$63,959.48 estimated available funds. Koeplin stated this may be lower due to reduced revenue due to COVID-19 and reviewed outstanding grants.
- **Food & Beverage Grants**
\$92,851 estimated available funds. Koeplin stated this may be lower due to reduced revenue due to COVID-19 and reviewed outstanding grants. City Auditor Richter stated the Wellness Center payment will be released in July. Koeplin inquired about COVID-19 impact to these tax collections. Richter stated it will be mid-May before the City sees the March reports to see first impacts.

Member Nielson moved to approve the Image Enhancement Grant financials as submitted by the City, seconded by Member Reid. Motion carried.

Member Vanney moved to approve the Food & Beverage Grant financials as submitted by the City, seconded by Member Nielson. Motion carried.

Consider Application for Food & Beverage Grant for Kayak & Bike Kiosk Project from Sheyenne River Valley Scenic Byway

Bobby Koeplin submitted an application on behalf of the Sheyenne River Valley Scenic Byway for a Kayak & Bike Kiosk. Twenty-five percent of the project funds are from the Bush Grant. There will be a 10 bike rental kiosk at Gaukler Wellness Center with a tire repair. A kayak kiosk to be located at Bjornson Golf Course. Maintenance by Parks & Rec. VC Parks and Recreation has agreed to sign an agreement to operate and maintain the bicycle and kayak kiosks for a minimum of five years.

Member Vanney thanked applicants for submission. Koeplin stated the committee is also working on broader plans to create National Water Trail from Lake Ashtabula to the Sheyenne National Grassland with multiple landing sites.

Chair Koeplin identified the conflicts of interest: Member Gulmon is chair of the VCPR Board; Member Nielson is employed by the scenic byway; Chair Koeplin wrote the proposal. Member Reid moved to allow those with conflict of interest to vote, seconded by Greg Vanney. Motion carried.

Member Vanney moved to approve a Food & Beverage grant in the amount not to exceed \$42,079; seconded by Member Reid.

Tyler Jacobson spoke on behalf of VCPR. Jacobson is excited to add this recreational opportunity to their services. Member Gulmon inquired if there are any concerns regarding the fund balance. City Auditor Richter stated that if funds are not available, the City will not release funds that would cause it to carry a negative balance. Jacobson stated that he has experienced delays with the vendors due to COVID-19; VCPR is feeling strains with Wellness Center being closed at this time. Chair Koeplin reported that Jennifer Feist, upon City Commission approval, would release Bush Grant funds. Member Vanney inquired if Development Corporation would be able to assist with cash flow, if there are issues. Member Nielson is willing to make the request to the Development Corporation. City Auditor Richter stated that payments could be made as money is available (instead of one lump sum as the City typically does).

Motion carried.

Other

Bobby Koeplin discussed potential Food & Beverage grant requests including the Eagles roof repair and VCPR tennis court lighting request (possibly in 2021).

Adjourn

Member Nielson moved to adjourn the meeting at 8:42 AM, seconded by Member Vanney. Motion carried.