

**TRANSIENT LODGING TAX COMMITTEE
ADMINISTRATIVE MEETING
AT CITY HALL
TUESDAY, JANUARY 24, 2011 AT 4:00 P.M.**

Members Present: Karen Auburn, Michelle Duarte, Cheryl Morse, Jeff McFarlane,
Jim Billings,
Council Liaison: Tim Pogwizd
Others Present: Beverley Manes, City Recorder, David Smith, Chamber of Commerce

1. Call to Order

Chairman Jim Billings called the meeting of the TLT Expenditure Committee to order on January 24, 2011 at 4:00 p.m.

David Smith was asked to give a fuller description of how the Chamber of Commerce will use the funds received from a TLT Grant. He did so to the satisfaction of the committee. Michelle gave him some pointers to more sources for disseminating City information of upcoming events.

3. Review Applications to be Funded

There were considerably more funds being requested by the ten applicants than were available, so the committee members discussed how they would suggest distributing the funds. Each member reviewed why they allotted the amount they suggested. The highest number for each was added up and exceeded \$10,000; the average was added up and was closer so each item was discussed until everyone reached agreement on each grant. The discussion included the perceived need of each applicant, other available funds, the value for beautification and tourism development, the thoroughness, neatness and care taken in filling out the application and the ultimate agreement on the distribution.

4. Description of Reason for Request

Chamber of Commerce \$6500
Promote Port Orford through brochures, travel partners and media, plus up keep of website.

Jubilee Committee \$3000
Fireworks and insurance for the 4th of July fireworks show

Lightin' Bugs \$800
Lights and decorations for town (did not give any in-kind information, probably volunteer labor)

Main Street Revitalization \$750
Cleanup (weeding, mowing, curb painting) of Hwy 101

Port Orford Arts Council \$900
For Art, Wine and Seafood Festival with Chamber during Labor Day Weekend

Port Orford Arts Council \$650
To organize and promote the annual Cedar Festival Memorial Day weekend

Sunset Garden Club \$400
Enhance Battle Rock Park with ground cloth, mulch and plants, extending planted area and make maintenance easier.

Sunset Garden Club \$1070
Replace the decaying wooden boxes and barrels along Hwy 101, with new potting soil and plants

Sunset Garden Club \$300
Repair, cleanup and beautify north entrance to town.

Theatre 101 \$1000
Card holders for restaurant tables and motel rooms to advertise and encourage coming to plays

5. Allocation of Funds

The final breakdown for the grants was as follows:

Non-profit Organization	Amount Requested	Amount Granted
Chamber of Commerce	\$ 6,500	\$ 4,000
Jubilee	\$ 3,000	\$ 2,250
Lightin' Bugs	\$ 800	\$ 150
Main Street Revitalization	\$ 750	\$ 700
Port Orford Arts Council	\$ 900	\$ 900
Port Orford Arts Council	\$ 650	\$ 500
Sunset Garden Club	\$ 400	\$ 400
Sunset Garden Club	\$ 1,070	\$ 650
Sunset Garden Club	\$ 300	\$ 250
Theatre 101	<u>\$ 1,000</u>	<u>\$ 200</u>
Total	\$15,370	\$10,000

6. Make Recommendation to the City Council

It was agreed by consensus that the committee was satisfied with their final figures and the recommendation would be made to the City Council.

7. Adjourn

After determining there was no further business, Chairman Billings adjourned the meeting at 6:00 p.m.

Respectfully submitted,
Beverley Manes, City Recorder