

Tourism Facilities Grant Review Task Force  
September 1, 2011, 10:00 A.M.  
Conf. Room A, City Hall

The Tourism Facilities Grant Review met on the above date and time in Conference Room A of the Newport City Hall. Task Force members in attendance were Caroline Bauman, Jason Wiley, Margaret Daily, John Lavrakas, Ann Aronson, Julie Hanrahan and Stan Rowe. Also in attendance were Bob Wilson, John Baker, Frank Geltner, Mark McConnell, Jeff Bertuleit, Jim Voetberg, and Nicole Clark.

### **REVIEW AND FINALIZE CRITERIA FOR SELECTION**

The committee reviewed the survey results that were gathered. Lavrakas explained the weighting of the survey scoring. Conversation about additional criteria not included in the survey was talked about amongst the group.

### **REVIEW AND DISCUSS APPLICATION CONTENTS**

Review of all provided sample applications. Wiley stated that he liked the flow of the Lincoln County Community Economic Development application. Hanrahan suggested that they include an eligibility section as the first part of the application. The group conquered with Wiley and Hanrahan.

Discussion over the details of the instruction page and making the section clear so that groups applying would know if they are eligible or not. Things to include in the instruction letter would be what a tourism facility is, what the money can/can't be used for.

Talk about a possible pre-screening/letter of interest option. The committee discussed allowing this screening to occur and making a timeline for someone to do so. A deadline of 4 weeks before application deadline would be established to allow the group time to review and confirm with the groups.

The committee discussed the possibility of establishing a numeric ranking system for criteria on the application. Rowe voiced concerns and would like it to clearly state on the application that the questions are not ranked in order of importance. The committee agreed that all the questions are equally important.

Conversation on matching funds and the possibility of a 1:1 match. Possible wording for this type of question were discussed and the group came to a consensus that this would be addressed at the next meeting. Bauman said she would email the group on possible wording that would meet what the group had discussed.

### **PUBLIC COMMENT/OTHER**

Geltner presented concerns to the committee over whether or not the money would be open to future projects. Discussion on the topic and how those types of projects would not meet the criteria for the grant were discussed.

There being no further business to come before the task force, the meeting adjourned at approximately 11:50 PM.