

**CITY OF KINGMAN
 TOURISM DEVELOPMENT COMMISSION
 City Council Chambers
 310 N. 4th Street - Kingman, Arizona**

7:30 a.m. Regular Meeting Minutes Thursday January 7, 2016

Commissioners Present:	Staff:	Visitors Signing In:
Krystal Burge, Chair	Gary Jeppson, Staff Liaison	See Attached
Thomas Spear, Vice-Chair	Tina Moline, Finance Director	
Theresa Evans, Commissioner	Sandi Fellows, Recording Secretary	
Angela Patterson, Commissioner		
Harley Pettit, Commissioner		
Herberta Schroeder, Commissioner		

REGULAR MEETING MINUTES

CALL TO ORDER AND ROLL CALL: Chair Burge called the meeting to order at 7:30 A.M., and the Recording Secretary called the roll. All Commission members were present.

1. APPROVAL OF MINUTES: The Regular Meeting Minutes of December 3, 2015. Vice-Chair Spear made a motion to APPROVE the Regular Meeting Minutes of December 3, 2015. The motion was SECONDED by Commissioner Pettit, and the motion CARRIED with UNANIMOUS (6-0) APPROVAL.

2. CONSIDERATION OF PUBLIC COMMENTS:
 There were no comments.

3. OLD BUSINESS

A. ROOM TAX REPORT:

Finance Director Tina Moline addressed the Commission stating that the room tax revenues reported were for July through November of fiscal year 2015-2016 and included the delinquency adjusted room tax representing a decline of 6.2 percent. Revenue budgeted for was \$150,000, and revenue reported is \$208,282.

Ms. Moline stated that revenues July through November have surpassed expectations by \$58,282. The 2016 fiscal year monthly room tax average is \$41.656 which is an increase of \$1,553 over the average room tax for the same period in fiscal year 2015.

4. NEW BUSINESS

A. DISCUSSION OF WORKSHOP TO READDRESS OPERATION AND MISSION STATEMENT OF THE TOURISM DEVELOPMENT COMMISSION:

Commissioner Patterson had requested the discussion regarding the operation, goals and Mission Statement of the Tourism Development Commission. Chair Burge asked Commissioner Patterson if she would like to form a committee to discuss these items, or initiate the discussion. Commissioner

Patterson clarified that she would like a follow-up on the meetings that had taken place during the discussion of disbanding and repositioning of the Tourism Development Commission within the City government. Commissioner Patterson went on to ask when the transition was expected to take place and when the workshop regarding the modification of Commission goals and the Mission Statement would be held. Chair Burge explained that the Tourism Development Commission was not going to be disbanded, but brought into the City beginning in the next fiscal year. She clarified that the role of the TDC would be the same, except that Josh Noble, who was now president and CEO of the Kingman Visitor Center, would become an employee of the City of Kingman. Chair Burge stated that changes may be relevant to the goals and Mission Statement of TDC to reflect this interaction with the future Commission.

Vice-Chair Spear noted that the Commission needs to be aware of the City Managers expectations regarding the transition so they can be addressed in the Mission Statement.

After some discussion Commission members suggested that the April 7, 2016 TDC meeting would be a good time to request a discussion as an Agenda item with the City Manager regarding his expectations of the Tourism Development Commission.

Commissioner Patterson requested the names, phone numbers and e-mail addresses of members of the Tourism Development Commission, as well as copies of the current TDC Mission Statement and Goals, and the Ordinance referred to. She requested that the Recording Secretary e-mail the information to them. Vice-Chair Spear noted that any consensus between members must be met at the scheduled TDC meetings. Mr. Jeppson acknowledged that the Open Meeting Law must be adhered to.

B. CONSIDERATION OF A RECOMMENDATION TO THE CITY COUNCIL ON THE APPOINTMENT/REAPPOINTMENT OF COMMISSIONERS:

Chair Burge acknowledged that there is one vacant seat on the Tourism Development Commission. The Recording Secretary reported that she had spoken with candidate Francisco Sinopoli, who was no longer interested in serving on the Commission. There was one other applicant interested in serving on the Tourism Development Commission, Jan Davis.

Kingman resident Jan Davis addressed the Commission stating that she has lived in Kingman for 18 years and is a retired Federal employee. Ms. Davis acknowledged that she served on the Board of Directors with the Kingman Area Chamber of Commerce as well as the Kingman Visitor Center Board of Directors and the Grace Lutheran Church Council. Ms. Davis went on to state that she was the Director of Operations for the Historic Route 66 Association of Arizona and responsible for the management of the gift shop, supervised three part time employees, maintained membership and organized the annual Fun Run. She was also a chairperson of the Ambassador Committee, which hosted the Chamber of Commerce Annual Wine and Cheese Festival. Ms. Davis stated that she would be willing to help any way that she could, had a real concern for Kingman, and really did enjoy working with people.

Commissioner Schroeder made a MOTION to recommend applicant Jan Davis for a seat on the Tourism Development Commission. The motion was SECONDED by Commissioner Pettit, and the motion CARRIED with UNANIMOUS (6-0) APPROVAL in favor of the motion.

Chair Burge noted that she was also reappointed to the Tourism Development Commission by a supermajority of City Council members at their last meeting, but acknowledged that it would be her final term on the TDC.

5. ANNOUNCEMENTS BY COMMISSIONERS

Commissioner Schroeder stated that there were plans to film a movie in Kingman, Protocol 734, with local people being used as extras. She noted that information regarding auditions would be made available in the near future.

Commissioner Evans stated that there was a tour and travel show, with agencies from throughout the world, scheduled to be held in Las Vegas, Nevada. Chair Burge requested that Commissioner Evans provide Josh Noble with the information, as he may want to attend.

Vice-Chair Spear made a MOTION to adjourn. The motion was SECONDED by Commissioner Pettit, and CARRIED UNANIMOUSLY (6-0). Chair Burge declared the meeting adjourned at 7:52:25 A.M.

6. ADJOURNMENT 7:52:25 AM

APPROVED:

Kristal Burge
TDC Chairperson

STATE OF ARIZONA)
COUNTY OF MOHAVE) ss:
CITY OF KINGMAN)

CERTIFICATE OF TDC MINUTES

I, Sandi Fellows, Recording Secretary of the City of Kingman, Arizona, hereby certify that the foregoing Minutes are a true and correct copy of the Regular Meeting Minutes of the Tourism Development Commission held on January 7, 2016.

Dated this 4th day of February 2016.