

**CITY OF MARINETTE ROOM TAX COMMISSION
MEETING MINUTES FROM 01/30/2018**

Mayor Genisot acting Room Tax Commission Chairman called the City of Marinette Tourism Commission meeting to order at 1:30 PM at Marinette City Hall Conference Room 214.

1. **Call the meeting to order**
2. **Upon a call of the roll, the following Committee member's attendance was recorded as follows:**
MEMBERS PRESENT: Mayor Genisot, Alderpersons Kowalski, K.C. Wilson and Scott Wahl.
ABSENT: None
OTHERS PRESENT: Alderperson Noppenberg; Finance Director Miller; Jan Kust; Doug Oitzinger and Emma Kuhn
3. **Approval of July 27th, 2017 meeting minutes. (See attached.)**
Scott Wahl moved/ K.C. Wilson seconded and all concurred to accept as presented the minutes of July 27th, 2017.
4. **Discussion and possible action regarding approving funding of Marinette City Visitors Guide 2018.**
Doug Oitzinger has been working with the Eagle Herald regarding the 2018 City Visitor Guide. The product had excellent reviews in 2017. The visitor guide is also available to view online. A subcommittee is working on the re-design of the guide to incorporate more Recreational Water activities as well as promoting the New REC Facility. Alderperson Kowalski moved/ Scott Wahl seconded and all concurred to approve the funding for the 2018 City Visitor Guide not to exceed \$5,000.00.
5. **Discussion and possible action regarding funding for Wayfinding Signs**
Included in today's agenda packet was an invoice from Boyle Design Group pertaining to a 3 step process proposal for development of Wayfinding Signs. Alderperson Kowalski moved/ K.C. Wilson seconded and all concurred to approve the invoice totaling \$3,900.00 from Boyle Design Group.
6. **Discussion and possible action regarding funding for recruitment for the position of Marketing and Tourism Director.**
Included in the packet was a proposal from Kevin Brunner, Public Administration Associates, LLC for the recruitment for the position of Marketing and Tourism Director. The position will be co-funded through Marinette County. Scott Wahl moved/ K.C. Wilson seconded and all concurred to approve the funding for Public Administration Associates, LLC not to exceed \$3,500.00 for the recruitment of the position of Marketing and Tourism Director.
7. **Discussion regarding possible items for next meeting.**
Room Tax Report. (Finance Director Miller)
Discussion and possible action regarding 2018 Room Tax Budget.
8. **Discussion regarding setting the date and time for next meeting.**
The Commission discussed meeting dates and times for the March 2018 meeting. Wednesday March 7th @ 1:30PM was set for the next meeting.
9. **Adjourn.**
Alderperson Kowalski moved/Scott Wahl seconded and all concurred to adjourn at 2:11 PM.

Lana Bero, City Clerk

(Next regular Tourism Commission meeting is Monday 03/07/18 @ 1:30 in the Conference Room 214)