

RESOLUTION 2012-22

A RESOLUTION ESTABLISHING POLICIES AND PROCEDURES FOR THE TRANSIENT ROOM TAX FUND ADVERTISING REIMBURSEMENT PROGRAM.

WHEREAS, the State of Oregon allows Transient Room Tax funds to be spent on promotional advertising and marketing to increase tourism; and

WHEREAS, the Garibaldi Budget Committee has repeatedly budgeted for advertising to promote the City of Garibaldi; and

WHEREAS, Resolution 2012-07 established administrative guidelines for processing advertising reimbursement requests from the public and that resolution expired 30 June 2012; NOW THEREFORE,

THE COMMON COUNCIL OF THE CITY OF GARIBALDI RESOLVES AS FOLLOWS:

Section 1. Program. The Advertising Reimbursement Program is hereby established for the purpose of subsidizing businesses and organizations in the cost of advertising that is reasonably expected to generate overnight, non-resident occupancy within Garibaldi. This program is funded through the Transient Room Tax fund, and all encumbrances associated with this program are to be within amounts budgeted for FY 2012-2013.

Section 2. Committee. A sub-committee ("committee") consisting of the Mayor and City Manager will review all requests as submitted to the City of Garibaldi for reimbursement through this program and approve requests that qualify under the policies and procedures outlined in this resolution.

Section 3. Applicant. Any group or individual ("applicant") may request that the City pay for committee-approved advertising. An applicant may qualify for reimbursement through this program provided they; 1) are a licensed business in the City of Garibaldi; or 2) a non-profit organization, including but not limited to civic and governmental entities, that operates, or has a primary interest, in Garibaldi.

Section 4. Advertising. Qualifying advertising includes print, radio, televised, or internet advertising, and can include any marketing materials such as brochures, posters, fliers, websites, etc.... for the committee to determine that submitted advertising qualifies for reimbursement it must; 1) promote the City of Garibaldi as a destination; and 2) be likely to generate over-night occupancy within the City of Garibaldi or be for the promotion of special events sponsored by non-profit organizations; and 3) be completely paid for by the applicant; and 4) be published, aired, online or otherwise implemented by whatever means is appropriate for such form of advertising prior to receiving a reimbursement request.

Section 5. Submissions. Any request for advertising reimbursement should be made in writing and must include a form as provided by the City Manager. Sufficient documentation of the advertising (i.e. audio or video recording, tear-sheet, brochure, website address and printouts); copy of the invoice, bill or agreement that provides sufficient information to determine what services were paid for; and a proof of payment of the advertising (i.e. canceled check or receipt), must be included with the submission. Deadlines for submissions are 5:00 p.m. on September 30, 2012, and 5:00 p.m. on March 30, 2013.

Section 6. Approval. The committee will review all requests made prior to September 30, 2012, and March 30, 2013, for completeness and compliance the criteria of this resolution. The committee will then approve reimbursement of each qualifying submission for up to one-half of the applicant's total advertising cost. Approved requests will be entered into the City's payment cycle and paid within 45-days of approval. The committee has full authority for determining whether a request will be reimbursed up to one-half or less based upon available funds and the total amount requested through all submissions. No requests will be accepted after March 30, 2013 for 2012-2013 Fiscal Year.

RESOLUTION 2012-21

A RESOLUTION FORMALLY ESTABLISHING THE FUND TYPES OF THE CITY OF GARIBALDI

WHEREAS, the Governmental Accounting Standards Board (GASB) has issued Statement 54, which establishes the need for a local government's governing body to formally identify fund types within the adopted budget; and

WHEREAS, The City of Garibaldi has evaluated the governmental funds of the City and has determined the appropriate classifications for financial reporting for each fund under the GASB 54 Statement,

NOW THEREFORE, THE COMMON COUNCIL OF THE CITY OF GARIBALDI RESOLVES AS FOLLOWS:

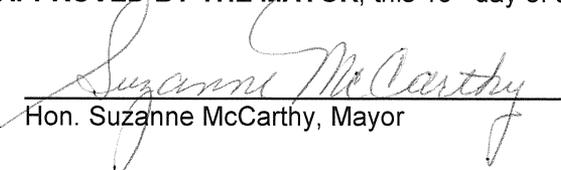
Section 1. Establishment of Municipal Funds; the following governmental funds are hereby established for the City of Garibaldi for the Fiscal Year 2012-2013:

- i. General Fund
- ii. Special Revenue Funds:
 - a. Street Fund
 - b. Sewer Discount Fund
 - c. Wastewater Fund
 - d. Water Fund
 - e. Housing Rehab Fund
 - f. Transient Room Tax Fund
 - g. Payroll Liabilities Fund
- iii. Debt Service Funds:
 - a. Wastewater Debt Fund
- iv. Capital Projects Funds
 - a. System Development Fund
 - b. Public Safety Equipment Reserve Fund
 - c. Public Works Equipment Reserve Fund

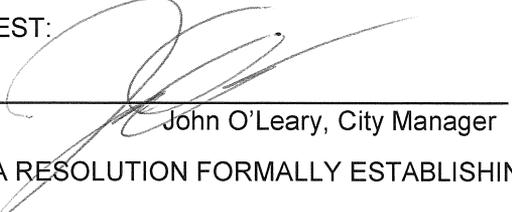
Section 2. Direction to Budget Officer; the City's Budget Officer shall create the municipal budget for the City of Garibaldi using the funds established in this resolution.

Section 3. Expiration; this resolution shall remain in effect until repealed or replaced.

PASSED BY THE COMMON COUNCIL AND APPROVED BY THE MAYOR, this 16th day of July 2012.


Hon. Suzanne McCarthy, Mayor

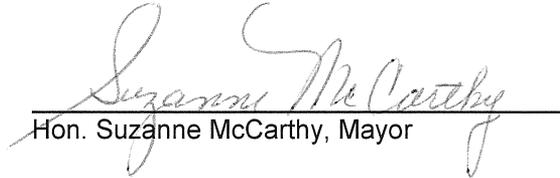
ATTEST:


John O'Leary, City Manager

Section 7. Indemnification. Applicants agree to defend, indemnify, protect and hold harmless the City from and against any suit, administrative proceedings, claims, damages or liability that may arise from the procedures outlined in this resolution. The City's name will not appear on any advertising contracts and the City will only reimburse the approved amount to the applicant. Any unreported or unpaid charges, fees, penalties or interest are the responsibility of the applicant and not of the City.

Section 8. Expiration. This Resolution expires June 30, 2013.

PASSED BY THE COMMON COUNCIL AND APPROVED BY THE MAYOR, this 16th day of July 2012.



Hon. Suzanne McCarthy, Mayor

ATTEST:


John O'Leary, City Manager