

TOURISM PROMOTION ADVISORY COMMITTEE (TPAC)
MINUTES
Thursday - May 29, 2014

CALL TO ORDER

Meeting called to order at 4:02 PM

1. ROLL CALL

Present: Committee members Barbara Ciaramella, Candice Michel, Bob Pieper, Joe Willett, Chair Tim Patterson

Absent: Skip Watwood

Also present: City Manager Gary Milliman, B-H Port Manager, Ted Fitzgerald

Committee member positions/terms selected: Position 1 - Bob Pieper/3 years; Position 2 – Unfilled/3 years; Position 3 - Barbara Ciaramella/3 years; Position 4 – Candice Michel/2 years; Position 5 – Joe Willett/2 years; Position 6 – Tim Patterson/1 year; Position 7 – Skip Watwood/1 year

2. PUBLIC COMMENTS

None

3. ACTION ITEMS

a. Tent – Ted Fitzgerald advised he is still doing tent research. He found the closest tent rental agency in Santa Rosa, depending on size, an 80x100 tent rents for \$3500 plus shipping, larger tents 100x140 rents for \$9,500 plus another \$1,000-1,500 in shipping. Barbara advised that she contacted the Fairgrounds and their biggest tent is 10x30 and rents for \$100 per day. She also contacted Tentology to get additional information including: set-up takes approximately 1 hour, rated for 90 mph winds, minimal tent maintenance required, to store just dry and pack, stores in a 4x4 space with 9.5 foot poles, tent life expectancy is 10+/- years. Modular expandable 60x120, accommodates 300, tent runs @\$24,000 (sale price). Ted advised the port is willing to install and store tent if they are compensated, he is also getting more information on the anchors. Need to determine rental costs to determine how long it will take to recoup tent costs and if event holders would be able to afford to rent tent. Joe suggested contacting businesses to have tent named exclusively after their business of offset costs. Barbara to find out interest rates and financing possibilities from Tentology. Ted stated more large events that would rent the tent need to be recruited and scheduled, port willing to work with people involved and committed to a successful event. He will run the numbers for the Port and figure out a possible location site in the port parking lot to crown the parking lot, grade for drainage and set in anchors and still have parking. Committee agrees if possible to purchase before end of summer. Matter continued to next meeting.

b. Festival of Art Tourism Event RFP – Committee reviewed proposal for \$1,000. Candice and Joe believe it is a great summer event; Bob and Barbara believe that TPAC has already assisted this group by extending the TV contract through August. Tim's issue is that it is already an existing summertime event. Candice stated that the event is successful in bringing people to the area and a significant summer event. **Motion made by Candice to fund the Art in Stout Park proposal for \$1000, motion dies for lack of second. Motion made by Candice to fund the Art in Stout Park proposal for \$500; discussion. Motion made by Candice to amend the motion to fund the Art in Stout Park proposal for \$500 adding this is a one time grant; motion seconded and Commission voted; the motion carried unanimously.**

REPORTS

a. Print Media – Joe provided a sample radio text example with a tag for a radio concept ad. RFP has not been approved yet, propose ads to run in the fall.

b. Discussion – Suggested an article be in the Pilot to explain the TPAC and encourage groups to try and create new events. Barbara suggested the committee create guidelines that provides information on an organizations ability to carry off a successful event.

c. Events – Bob advised that ideas come in but need someone to organize the event. the Soroptimist are looking into the idea of a Hot Air Balloon Festival. A group is interested in a disc golf event in McVay Park and will be submitting an application. Ultimate Fighters from the Rogue Valley also discussing an event for possibly next January to be in the schools for a Saturday night. Thinks the groups will be submitting proposals next month.

4. NEXT MEETING SCHEDULED - Next meeting scheduled June 19th at 4:00pm.

5. ADJOURNMENT - With no further business before the Committee, the meeting adjourned at 6:15 pm.

Respectfully submitted,



Tim Patterson, Chair

(approved at June 19, 2014 meeting)