

May 10, 2022* RECORD OF PROCEEDINGS

CITY OF PACIFIC
TOURISM COMMISSION
300 HOVEN DR
PACIFIC, MO 63069

MEETING

The regular meeting was called to order at 3:30 p.m. by Chairman Blakley.

Present:

Dave Roemer Trudy Nickelson
Ann Trent

Absent: Lynn Vogt

Other City officials present: Administrator Roth, City Clerk Barfield, Community Development Director Myers.

Minutes

- a. Minutes from March 8, 2022

Motion made by Ann Trent, seconded by Dave Roemer to approve the minutes. A voice vote was taken with an affirmative result.

Director Nickelson asked if the items under new business could be changed, and the proposed budget be discussed first. Motion made by Director Nickelson, seconded by Director Blakley to discuss the budget first. A voice vote was taken with an affirmative result.

New Business

- a. Approve budget beginning July 1, 2022 through June 30, 2023.

Administrator Roth stated the proposed budget was sent out. The revenues were reviewed and he was being conservative with his numbers. This budget included any items the Red Cedar may generate, as Red Cedar is generally going to be budgeted out of Tourism. This also included grant revenues and a transfer in from general fund. The expenses were also reviewed. The personnel expenses currently include one full time position and two part time positions based on 1600 hours for the part time. These numbers were presented at the last meeting as well. The Red Cedar expenditures are broken down for clarity. The contractual expenditures included the rodeo, Partnership, fireworks, museum design fees and consulting. There was discussion regarding the marketing and promotions line and how Red Cedar would be promoted. The idea is for the newly hired Director to propose ways to promote and stay within the budget allowed. The budget is very tight. Committee members questioned how to handle additional request for Tourism Funds, such as the other item listed on the agenda. Administrator Roth stated there was \$ 6,000 in miscellaneous that can be used. Committee members discussed how they still wanted banners, and way finding signs, and there weren't enough funds to do everything. They brainstormed about raising awareness and trying to obtain more donations for some items, such as fireworks. There was further discussion about how the city has in their budget a line for rebranding, and this could all work together. Director Nickelson suggested a sign at each entrance of the city that has slides, so they could be changed stating what events were coming up. There was further

discussion about management of the Director once hired. Administrator Roth stated this position would report to Steve Myers and then him. There will be some interaction with this committee, just as other committees. **After much discussion, motion made by Director Blakley, seconded by Director Trent to change the fireworks line item to \$ 8,500 and change the name of “miscellaneous” to “Tourism Commission” and make this line \$ 10,000. A voice vote was taken with an affirmative result.** They felt this would be their line item to do anything extra they decided to do.

Old electronic sign – There was discussion on what to do with this sign. The Commission suggested selling this and the revenue come back to the Tourism budget. Administrator Roth stated this could be declared surplus property and be auctioned off. **Motion made by Director Trent, seconded by Director Blakley to declare the old electronic sign as surplus property. A voice vote was taken with an affirmative result.**

Motion made by Director Trent, seconded by Director Blakley to approve the amended budget. A voice vote was taken with an affirmative result.

b. Request form Pacific Partnership for planters and plants to be placed at First St. & St. Louis St in downtown Pacific in the amount of \$ 1,150.

Motion made by Director Blakley, seconded by Director Nickelson to approve. Discussion followed. There were questions on what was posted to miscellaneous in the current budget. City Clerk Barfield would have to run a detail. Director Blakley rescinded her motion to approve, Director Nickelson rescinded her second. City Clerk Barfield will send out the detail of this line item. Commission members decided to wait on approval. **Motion made by Director Blakley, seconded by Director Trent to table this to the next meeting. A voice vote was taken with an affirmative result.**

Old Business

Red Cedar Update – Director Myers stated the site foundation for the pavilion is 70% complete. The interior drywall is ready for paint. The interior is scheduled to be completed by July 22nd. They hope to open in November.

The next meeting is scheduled for June 7, 2022.

Adjournment

There being no further business, motion made by Director Blakley, seconded by Dave Trent to adjourn. The meeting adjourned at 5:04 p.m.