

**CITY OF KINGMAN
MEETING OF THE
TOURISM DEVELOPMENT COMMISSION**

**Council Chambers
310 N. 4th Street
Kingman, Arizona**

7:30 a.m.

Special Meeting Minutes

Thursday May 26, 2015

Commissioners Present:	Staff:	Visitors Signing In:
Krystal Burge, Chair	Gary Jeppson, Staff Liaison	See Attached
Tom Spear, Vice-Chair	Tina Moline, Finance Director	
James Baker, Commissioner	Burley Hambrick, Project Manager	
Angela Patterson, Commissioner	Sandi Fellows, Recording Secretary	

SPECIAL MEETING MINUTES

CALL TO ORDER AND ROLL CALL: Chair Burge called the meeting to order at 7:37 AM., and the Recording Secretary called the roll. All Commission Members were present with the exception of Commissioner Pettit.

1. APPROVAL OF MINUTES: The Regular Meeting Minutes of May 7, 2015. Commissioner Baker made a MOTION to APPROVE the Regular Meeting Minutes of May 7, 2015 as written. The MOTION was SECONDED by Commissioner Patterson and UNANIMOUSLY (4-0) APPROVED.

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

3. OLD BUSINESS

A. REVIEW AND ACCEPTANCE OF QUARTERLY TOURISM REPORT:

Joshua Noble, president and CEO of the Kingman Visitor Center had a previous commitment and was unable to attend the Special Meeting for the Tourism Development Commission. Commission Members had reviewed the quarterly activity report as well as the projects completed by the Kingman Visitor Center; Bob Boze Bell exhibit, Great Race, Historic Downtown Walking Tour Map, Historic Electric Vehicle exhibit, and the Tri-City Brochure.

Vice-Chair Spear made a MOTION to RECOMMEND APPROVAL of the funding request for the Kingman Visitor Center and reimbursement for completed projects for a total of \$61,981.15. Commissioner Baker SECONDED the MOTION and the MOTION was UNANIMOUSLY (4-0) APPROVED.

NEW BUSINESS

A. POWERHOUSE SIGN REHABILITATION PROJECT:

City of Kingman project manager Burley Hambrick addressed the Commission stating that staff had received direction to add additional signage to the Powerhouse entrance sign for the Route 66 Electric Vehicle Museum. Mr. Hambrick noted that the sign is 25-feet tall and double-sided. Upon inspection, it was determined that the sign had several issues that should be addressed.

Mr. Hambrick acknowledged that the sign is outdated and the panels should be changed to identify current exhibits. The large wooden poles that support the signs are dry and cracked and the wind causes considerable movement of the poles in the surrounding concrete. The existing signs are dirty and oxidized and need to be cleaned or buffed to bring the shine back to them, and bird control spikes should be installed.

Arizona Signs has provided a cost estimate of \$25,000 to complete the project. Mr. Hambrick went on to state that if the Tourism Development Commission would like to pursue the project, staff would get three official quotes.

Commissioner Baker asked if it was typical that the TDC pay for the maintenance of the Powerhouse sign. Tina Moline, City of Kingman finance director, acknowledged that the maintenance came out of the bricks and mortar budget allotted the Powerhouse. Commissioner Baker went on to state that the entrepreneur should be required to pay for their own panel since it is promoting their event.

Vice-Chair Spear asked if Grand Canyon West would be included on the panels, and if there was room for additional panels to be added for exhibits. Mr. Hambrick acknowledged that Grand Canyon West would have one double sided panel, and although there was room for additional panels, it would be very low on the signage.

Commissioner Patterson asked if there would be modifications to the proposed signage. Mr. Hambrick stated that the wooden poles would be replaced with pipe, the canopy would be modified to accommodate the pipe, and bird control spikes would be added to discourage the pigeons. Light bulbs and ballasts have been replaced so the fluorescent lights are working and come on with the parking lot lights.

Commissioners suggested making certain that policies were in place with the lease contract that would stipulate a business or event that was advertised on the Powerhouse sign would be responsible for paying for updating the panel.

Vice-Chair Spear made a **MOTION to RECOMMEND APPROVAL** of the funding request to update and maintain the Powerhouse sign, and make certain that the contract with businesses or events that advertise on the sign stipulates that they are responsible for paying to update the panels. Commissioner Baker **SECONDED** the **MOTION** and the **MOTION CARRIED UNANIMOUSLY (4-0)** in favor of the motion.

B. CONSIDERATION OF AN APPLICATION FOR FUNDING FIREWORKS AND ACCOMPANYING SECURITY COSTS FOR AN INDEPENDENCE DAY CELEBRATION:

Shawn Walsh of the Community Improvement Foundation addressed the Commission, stating that he was aware that the City did not have plans to have a fireworks celebration for the Fourth of July this year. Mr. Walsh contacted the ACME Fireworks Company from Idaho, who was willing to work with him on short notice to obtain the fireworks and put on the show for the Fourth of July. Mr. Walsh said that he had found a suitable location for the fireworks show at the Route 66 Motorsports Track, across from the Airport on Route 66, as well as volunteers to help clear brush, set up perimeter fencing, and clean up after the event. Mr. Walsh noted that he had tried a private fundraising campaign with little success, and since the City already had the funding for fireworks in place he was optimistic that TDC could help. Mr. Walsh went on to state that after speaking with the Northern Arizona Consolidated Fire District, he had added an additional funding request of \$10,000 to cover fire protection and security concerns to the original amount requested of \$25,000. Mr. Walsh acknowledged that he had requested more than the anticipated cost, and planned to give back to the City any leftover funds.

Council Liaison Mark Abram stated that the City had originally planned a fireworks display at the Fairgrounds this year, but the Fair Board did not want the event held there due to the liability in the wake of what happened in 2014 when the technician was injured during the show.

Chair Burge stated that the Tourism Development Commission is funded by bed tax dollars, and the purpose of the Commission is to promote tourism and bring people to town who will utilize Kingman hotels. The Fourth of July is not an event that people generally stay overnight for in Kingman. Chair Burge acknowledged that Commission members want long-term success and consistency with tourist dollars.

Commissioner Baker asked why this request was being heard by TDC when Council had funds set aside for a fireworks show, and final approval of the expenditure. Commissioner Baker went on to state that City Council has a contingency fund of their own to fund projects such as this, and this event should not be funded with bed tax dollars.

Commissioner Patterson made a MOTION to DENY the request for funding fireworks. Commissioner Baker SECONDED the MOTION, and the motion for denial was UNANIMOUSLY (4-0) APPROVED.

4. ANNOUNCEMENTS BY COMMISSIONERS:

There were no comments.

Vice-Chair Spear made a MOTION to ADJOURN. Commissioner Baker SECONDED the MOTION, and the MOTION CARRIED UNANIMOUSLY (4-0). Chair Burge declared the meeting adjourned at 8:27:31 AM.

6. ADJOURNMENT: [8:27:31 AM](#)

APPROVED:

Krystal 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 Special Meeting Minutes of the Tourism Development Commission held on May 26, 2015.

Dated this 4th day of June, 2015.