



City of Rock Falls Tourism Committee Meeting Minutes

Date: 1-10-2018


Time Meeting Started: 10:05am

Time Meeting Ended: 11:37am

Members		Also Attended	
Alderman Schuneman – Chairman	p	Mayor Wescott	
Alderman Kuhlemier	p	Administrator Blackert	
Park District Rep. – Mike Sterba		Clerk Arduini	p
Brian Tribley	p	Diane Bauseman	
Chamber of Commerce – Bethany Bland	p	Mark Searing	p
Days Inn Hotel Representative	p	Tourism Director Janell Loos	p
Holiday Inn Hotel Representative			

Topic	Discussion	Plan of Action
1.Call to Order @ 10:00am – Chairman Schuneman	Meeting was called to order at 10:05am	Meeting begins at 10:05am
2.Audience requests	None	No action
3.Read and approve minutes from the December 13th, 2017 meeting.	The minutes were approved with the addition to Janell Loos being in attendance	Minute approved
4.Old Business: a.Sculpture discussion	Mayor Wescott was not in attendance to report on this.	No action
b.May 4th -August 3rd 2018 -RB&W Park-Food Truck Fridays	Tourism Director Loos showed the committee changes to page 2 and page 9 of the Policy and Procedures Manual. Building Inspector Searing discussed heavier trucks should not be driven on the sidewalks. A weight limit for the trucks could be added to the application. Bethany Bland added that the weight along with a photo of the truck could be provided as part of the application. She inquired if there will be porta pot requirements for the food trucks if there are no bathrooms built. Director Loos would also like to know the electrical specifications for the available pads, and amphitheater. Alderman Schuneman suggested that Food Truck Friday be held once a month instead of each Friday.	The City will contact the City Engineer concerning the weight limit of the sidewalks and pads. Tourism will speak to Electrical Director Simon concerning the electrical specs.
5.Updates: a.Blackhawk Waterways – Dianne Bausman	No report	No action
b.Chamber Update – Bethany Bland	February 22 nd is the Chamber annual dinner. The Chamber is accepting Shoulder to the Wheel nominations as well as a new “Professional Service Award”. The Chamber will be having meetings of “collectives” - Homebased Business, Youth, Marketing, and Non-Profit. These could be a good way for the City to interact with these businesses. The Chamber gained six new members.	No action
c.Director Janell Loos i.Welcome to Rock Falls Sign	Director Loos informed the committee that the IDOT contract was signed. The City is waiting on the contract from John Gragert. The east sign will be moved closer to the City limits.	No action

d.Tourism Grants Update	The Tourism Department just received an application for Percussion Palooza. RFHS would like to have Louie Bellson's drum set on display during the event. They would like to have a raffle with the proceeds going toward the travelling display. Francine Bellson asked The Tourism Department if the City would be interested in another set of drum cases. Inspector Searing informed the committee that the band room addition is very nice, and may make a good place for the drum set.	No action
e.Façade Grant Program Update i.Extension request from Judy Randall	Inspector Searing reported that the contractor ran into some problems and bad weather during the facade work on the 3 rd Street building. A motion to approve a 120 day extension was made by Bethany Bland and second by Amy Poci.	Motion carried
f.Northwest Illinois Film Office	The Film Office has had 2 articles written about it recently. One appeared in the Sauk Valley News, and the other in Mount Carroll.	No action
g.Marketing/Advertising/Promotions	Director Loos is working with the advertising company for the re-design on the I-88 billboard. The rental fee has increased slightly, but the setup will and installation of the new design will be free. The new sign will promote Rock Falls as a Gigabit City.	No action
h.Hotel Updates	None	No Action
6.New Business: a.Approval of RB&W District Event Application i.Sunkissed Music Festival 2018 – June 8th and 9th	The applicant is scheduled to meet with the Mayor concerning alcohol sales. The committee had many questions on the application, and may hold a special meeting with the Sunkissed Music Festival representatives to have questions answered, and a presentation explaining the event.	
7.Committee Member Items	The Committee would like to establish rules for the usage of the new park for larger events. Some items to be addressed include: -Music containing offensive language. -Placement of porta-pots, and dumpsters. -Fencing of areas of the park. -Amount of people allowed into events	Clerk Arduini will work with Director Loos on language for amplifiers, and regulations.
8.Adjournment	With nothing else for the good of the committee, the meeting was adjourned at 11:37am	Meeting ends at 11:37am



Committee Chairman