CITY OF STEVENSON PROFESSIONAL SERVICE CONTRACT
MONTHLY REPORT and INVOICE

Contractor: Skamania County Chamber of Commerce
Reporting Period: June 2015
Amount Due: $ 7,083.34

- Monthly Contract Amount: $ 930.00
- COS Promotional Programs Management Time: 7,118.85
- COS Promotional Programs Reimbursables: $ 15,132.19

VISITOR STATISTICS

<table>
<thead>
<tr>
<th></th>
<th>Stevenson Office</th>
<th>Chamber Outpost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Walk-In Visitors:</td>
<td>885</td>
<td>506</td>
</tr>
<tr>
<td>Telephone Calls:</td>
<td>107</td>
<td></td>
</tr>
<tr>
<td>E-Mails:</td>
<td>33</td>
<td></td>
</tr>
<tr>
<td>Business Referrals:</td>
<td>2021</td>
<td>732</td>
</tr>
<tr>
<td>Tracked Overnight Stays:</td>
<td>186</td>
<td>25</td>
</tr>
<tr>
<td>Mailings (student, relocation, visitor, letters):</td>
<td>34</td>
<td></td>
</tr>
<tr>
<td>Large Quantity Mailings (guides, brochures, etc.):</td>
<td>1019</td>
<td></td>
</tr>
<tr>
<td>Website Visits:</td>
<td>26,990</td>
<td></td>
</tr>
</tbody>
</table>

CHAMBER BUSINESS

Chamber Board Meeting: The June Chamber Board meeting was held with discussion items including summer event planning, board vacancy, National State Legislators Conference reception, CRGVA map, Mount St. Helens activities, etc.

Chamber Membership: We had one new member and three renewals in June.

“Columbia Currents” Monthly Electronic Newsletter: The June 2015 issue was deployed on Monday, June 1 to over 900 recipients. Individuals continue to sign up for the e-newsletter via the website.

“Under Currents” Weekly E-Blast: The e-blast, consisting of three sections – Activities & Events, Announcements and Updates and New Members - is delivered weekly on Thursday afternoons.

“Chamber Break” Morning Networking Session: The June Chamber Break was hosted by Rivertown Marketplace (Robbie’s Coffee House, Tin Roof Rusted and Moon River) to introduce their new location. 20 people were in attendance.

Chamber Facebook Page: Posting updates several times per week. Currently at 895 fans. Create new posting for each new member.

County Event Calendar Program: Created and distributed June event calendar to 16 sites throughout Skamania County.

EDC PubTalk: Co-sponsored PubTalk at Backwoods Brewing with presentations from six entrepreneurs seeking funding and assistance with opening new businesses in Skamania County. Kevin Waters spoke on the challenges and successes of starting up the brewery/pub. Over 40 people attended.

Gorge Days: Continue to work on all aspects of Gorge Days planning. Tasks accomplished this month include:

- Receiving car show pre-registrations via website. Receiving vendor applications.
- Worked with garage sale organizer on shuttle plans.
- Website updates, Facebook updates (1230 fans), revisions to car show flyer and schedule.
- Attended Beaches Cruise-In at Portland International Raceway on two occasions, distributing flyers for Gorge Days to car owners.
- Ordered t-shirts, dash plaques, equipment such as portable toilets, dumpsters, etc.
- Distributed e-mails to over 30 car clubs inviting members to Gorge Days.
- Placed display ads in The Columbian and Skamania County Pioneer. Planned radio campaign with Bi-Coastal Media.
- Composed and distributed event press release.
- Held three planning meetings with committee members.
Biggest Loser Wellness Challenge Fundraiser: Wrapped up wellness fundraiser with over $3,000 received in net profit.

Chamber Marketing, Projects, Action Items:
- Attended Skamania County Commissioners meeting and provided quarterly update.
- Sent messages to state legislators encouraging them to vote in favor of funding Washington Tourism Alliance.
- Participated in a conference call meeting regarding the West End Transit project.
- Provided an update to MCEDD via Washington Chamber representative, Jim Kacena. Identified top four projects Skamania County Chamber is working on.
- Provided travel spending numbers and statistics to Saving Skamania County.
- Participated in second phone meeting with WSDMO regarding upcoming National Conference of State Legislators in Seattle. Serving as lead for Southwest region including Vancouver, Mt. Rainier and Thurston County. Soliciting ideas for props, décor and photos for billboard composition.
- Filling kiosk spaces at Cape Horn Trailhead with brochures and Skamania County visitors guide.
- Attended North Bonneville City Council meeting. Provided quarterly update and Gorge Days update.

COUNTY ORGANIZATIONAL & PROMOTIONAL SUPPORT

Event Promotion/Assistance:
- Second Friday in Stevenson
- Gorge Blues & Brews Festival
- Gorge Days in North Bonneville
- Columbia Gorge Bluegrass Festival
- 4th of July Fireworks Show
- Bigfoot Bash & Bounty

LOCAL/REGIONAL/STATE MEETINGS AND PROJECTS:

Wind River Business Association (WRBA): Continue to serve as treasurer for WRBA – pay monthly bills, receive monies from t-shirt sales, reconcile bank statements. Group is not currently meeting.

North Bonneville Business & Community Association (NBBCA): This group is not meeting currently.

Stevenson Business Association (SBA): Created agenda and held SBA meeting. Discussed Gorge Blues & Brews, recapped annual clean-up day, Second Friday activities, waterfront zoning and main street opportunities.

Columbia River Gorge Visitors Association (CRGVA):
- Continue to work closely with webmaster on updates to interactive map project.
- Serve as treasurer paying bills, reconciling bank statements, completing treasurer reports.
- Rural Tourism Studio: Met with vice-president to review grant application. Finalized essay questions, coordinated 21 letters of support and seven planning documents. Submitted grant application to Travel Oregon. Received positive response that the Columbia River Gorge was accepted as the location for the 2016 RTS.
The projects and tasks described below are an example of services provided to the City of Stevenson through an additional contract with the Chamber to administer their promotional programs and deliverables.

STEVENSON/SBA MEETINGS AND PROJECTS:

- Attended two Stevenson Park Plaza meetings and discussed design strategies.
- Renewed space for COS display in Skamania Fun Map.
- Composed and distributed 4th of July press release.
- Designed, printed and distributed 4th of July poster.
- Placed COS hiking display ad in August issue of Portland Monthly magazine.
- Attended COS planning meeting on waterfront development.
- Attended COS town hall regarding traffic solutions on First Street.
- Worked with Skamania County Pioneer staff on special section for Gorge Blues & Brews Festival.
- Assisted City Planning Director with questions on overnight lodging survey and distributed final survey to Chamber membership.
- Continued planning of Gorge Blues & Brews Festival with website updates, Facebook updates and campaign (currently at 2707 fans), music scheduling, poster distribution, ad placement including Oregonian, radio campaign, etc. Held final planning meeting. Met with representative of non-profit providing food service. Executed event with record high temperatures. Attendance estimated at 650+ on Friday and 1250+ on Saturday. Working on financial reconciliation, etc.
- Posted updates and announcements on Stevenson Facebook page. Currently at 2406.
- Posted updates for Girls Night Out on GNO Facebook page, 180 fans. Included details on GNO specials in Under Currents. Created flyers and distributed to Skamania Lodge, local businesses and Cascade Locks Best Western Columbia River Inn.

2015 CITY OF STEVENSON PROMOTIONAL PROGRAMS REIMBURSABLES

<table>
<thead>
<tr>
<th>Program 2</th>
<th>Promotional Products &amp; Projects</th>
</tr>
</thead>
<tbody>
<tr>
<td>P2-D1</td>
<td>Website</td>
</tr>
<tr>
<td>P2-D2</td>
<td>Print (media plan, social media, press releases, etc.)</td>
</tr>
<tr>
<td>P2F</td>
<td>Skamania Lodge Cooperative Projects</td>
</tr>
<tr>
<td>Program 3</td>
<td>Stevenson Business Assn. Events</td>
</tr>
<tr>
<td>P3A</td>
<td>Gorge Blues &amp; Brews Festival</td>
</tr>
</tbody>
</table>

$7,118.85

2015 CITY OF STEVENSON PROMOTIONAL PROGRAMS MANAGEMENT TIME

<table>
<thead>
<tr>
<th>Program 1</th>
<th>Stevenson Street Enhancement</th>
</tr>
</thead>
<tbody>
<tr>
<td>P1B</td>
<td>Kiosk – Diabond</td>
</tr>
<tr>
<td>Program 2</td>
<td>Promotional Products and Projects</td>
</tr>
<tr>
<td>P2B</td>
<td>Stevenson Map – Printing</td>
</tr>
<tr>
<td>P2-D2</td>
<td>Media – Public Relations, Marketing</td>
</tr>
<tr>
<td>Program 3</td>
<td>SBA Events</td>
</tr>
<tr>
<td>P3A</td>
<td>Gorge Blues &amp; Brews Festival</td>
</tr>
<tr>
<td>P3C</td>
<td>4th of July Fireworks</td>
</tr>
</tbody>
</table>

31 hours  $930.00