



DDA AGENDA REQUEST FORM

Meeting Date: 08/08/2022

Staff Contact Phillip Trocquet

Agenda Section: New Business

Department: Community
Development

Staff Report:

Item Description:

Background/History:

With the regular occurrence of events such as First Friday's, there has been discussion of purchasing a permanent tent for the DDA.

A permanent Tent would allow the DDA to have a customized branding presence as well as reduce long-term costs of renting hospitality tents for staff and volunteers.

Findings/Current Activity:

Staff has investigated options with EZ-UP commercial-grade custom tents:

The 10' x 10' Tent is approximately \$613.00

The 10' x 15' Tent is approximately \$1,212.00

Both tents have a customization option of a main image on one peak and lettering on one front valence. EZ-UP allows for multiple peaks and valences to be customized for an added cost. If looking to customize two peaks and valences, the cost would be \$250 more for each tent type.

Fiscal comparison: *the DDA hosts between 6-8 events per year with the average rental cost of a tent being \$200. This equates to between \$1,200 and \$1,600 on small tent rentals annually.*

Is this a budgeted item? YES **If so, include budget line number:** 750-75-53.1005

Special Programs Supplies - \$5,000 budgeted in FY 2022-2023 budget

Actions/Options/Recommendations:

Staff recommends purchasing the 10' x 15' tent to better relate to citizens the centrality of the DDA and the 'Downtown Tyrone' brand. Costs will be recaptured within 1 year if used at all events.

10' x 10' Tent

\$613.00 - EZ-UP



10' x 15' Tent

\$1,212.00 - EZ-UP

