



CITY OF PARK CITY, KANSAS
COUNCIL CHAMBERS
1941 E. 61ST STREET NORTH

Community Relations Advisory Board

July 12, 2021 7:00 P.M.

ROLL CALL

MEETING CALLED TO ORDER

APPROVAL OF AGENDA

APPROVAL OF MINUTES

PUBLIC FORUM

STAFF REPORTS

OLD BUSINESS

1. DISCUSS AND CONSIDER 4th OF JULY EVENT DEBRIEF
2. DISCUSS AND CONSIDER BACK TO SCHOOL EVENT (AUG 7&8)
3. DISCUSS AND CONSIDER 40TH EVENT (SEPT 25)

NEW BUSINESS

1. DISCUSS AND CONSIDER FALL FESTIVAL

ADJOURN



CITY OF PARK CITY, KANSAS
COUNCIL CHAMBERS
1941 E. 61ST STREET NORTH

Community Relations Advisory Board

June 14, 2021 7:00 P.M.

ROLL CALL Tracy Fox, Melissa Julius, Jennifer McQueen, Brittany Millikan, George Glover, Sabrina Dahogne

MEETING CALLED TO ORDER 7:04pm

APPROVAL OF AGENDA Cheri, Melissa (5-0, motion carried)

APPROVAL OF MINUTES Melissa, Cheri (5-0, motion carried)

PUBLIC FORUM

- Troubles the Clown
- Brandon Green, police department

STAFF REPORTS

- we will wait for staff reports when we get to the Park City 4th event

OLD BUISNESS

1. DISCUSS AND CONSIDER 4th OF JULY UPDATE FOR EVENT

- pageant
 - stage supplies are ready to go
 - event is all set with the Best Western
 - contestants are registered
 - 3 judges are booked for the pageant
 - will get previous setup pictures for the event
 - Brandi to contact the library regarding snacks
 - tracy to talk to sean about borrowing trailer for pageant contestants
- pet show contest
 - forms are printed and at chisholm trails
 - pet show trophies are ordered
- parade trophies are ordered
- activities

- troubles the clown committed for the day (invoice to the city, then we can turn over payment)
- leekers- Chris says they will do ice cream sandwiches at cost but we don't have a price yet
- face painting- body art by Sarah
- food trucks
 - ray's for morning AND evening
 - kona ice available for morning
 - noble house hawaiian will do supper
 - Lyons club for lunch
 - leekers food truck- Brandi?
 - copper oven (stove?)
 - permits need to be pulled with the city (\$10)
- parade information
 - crosswinds casino- grand marshall for the parade
 - form is up and running
 - three responses (currently)
 - golf cart
 - fire trucks? ask sedgwick county
 - officers to block main roadways for parade; public works will provide barricades; ask public works to help set them up? Brandon to ask public works
 - route will exit out of the park on the north exit out of Hap MacLean park
 - need to communicate with participants regarding emergency vehicles or issues that might happen (911 will be notified of the parade route and time)
- inflatables (Cheri, Sabrina; 5-0, motion carried)
- Jennifer McQueen to create a map (Cheri and Melissa to communicate activities)
- generator access information
- evening activities
 - bands- A Band in Kansas, Evan LaRue Band (links to Sabrina, Matt for information on websites)
 - two police officers on the public works gator at the park in the evening
 - fireworks beginning at 10pm; victory will coordinate all permits and fire communications
 - Cheri and Jennifer to meet on Wednesday regarding the stage
- car show
 - 3 registrations, currently
 - 81 speedway- possible donor (\$2,000 sponsor)
- purchase 4 banners up to \$350 (Sabrina, Melissa, 5-0 motion carried)
- walkie talkies- checking range on current

2. DISCUSS AND CONSIDER SPONSORSHIPS UPDATE

- \$250 Edward Jones, Jamie Hikock

- \$1250 Best Western, Kim Madison, premier sponsor
- page dedicated to CRB on our website

NEW BUSINESS

1. DISCUSS AND CONSIDER FISHING DERBY, George
 - hats for the fishing derby- raffle prizes
 - new volunteers this year
 - reserve officers will be present
 - finished shopping for the event, worms are picked up
 - 9-11a this Saturday
 - setup on 6:30a
 - expecting around 200 people
 - motion to give out gift cards from fall fest (Cheri, Tracy; 5-0, motion carried)
2. discuss christmas tree lighting ceremony
 - santa claus- available on Saturday, December 4 (6-8p)
 - bring his own chair
 - he will be FREE
 - will set up a photo booth
 - consider a goodwill gift if we are fine financially
 - CTE will have a youth choir
 - Heights (Sabrina), Valley Center (Sabrina, Jennifer)
 - cookies and hot cocoa- TBDdiscuss and consider arts and crafts fair
3. Arts and Crafts fair
 - no registrations yet... will determine the number of booths at our July meeting
 - back to school portion of the event will still happen
 - CTE, VC for the back to school event
 - talk to farmers market, other arts and crafts fair
4. discuss and consider 2022 city wide vacation bible school
 - permission to pursue a city-wide VBS in Hap MacLean
5. other new business
 - serve day review- Tentatively put it on Sunday, May 22, 2021
 - t-shirts, food, signs

ADJOURN at 8:26pm Cheri, Sabrina (5-0, motion carried)

Park City 4th Schedule of Events

4th of July Special Meeting 6/28/2021

Meeting called to order 7:05p

Roll Call: Jennifer Downey, Melissa Julius, Tracy Fox, Dalton Black, Brittany Millikan, JMcQ, Troubles, Birtie

Agenda: discuss 4th of July events

Saturday, June 26: Miss Park City Pageant

- Pageant went GREAT!
- Email needs to go out to parents for the parade float (8:30a at CTE, pickup at Hap MacLean)
- Possibly need a driver? Cheri to ask at church
- Approval for funds for \$150 (Melissa, Jennifer; 6-0, motion carried)
- Thank you to Dalton and Melissa for helping with the event
- Also ask pageant participants to sing national anthem

Sunday, July 4

Parade

- Parade begins at 9a
- Registration is now open
- Check-in begins at 8a
- Route begins at 61st and Independence; runs east to Hydraulic; runs north on Hydraulic to Hap MacLean Park
- Awards will be given in the park at 10a
- 9 applicants for the floats; plus the extra people who DIDN'T fill out the application
- Send JMcQ the lineup
- Golf carts
- Bikes allowed to join the parade

Car Show

- Setup begins at 7a
- Participants have until 10a to register (currently have 16 registrations)
- Judging starts at 11a
- Winners announced at 2p
- Location: Hap MacLean park, community building parking lot
- Pedal power class at the car show

Morning Activities 10a-2p

- Location: Hap MacLean park, west of the old swimming pool by the tennis courts
- Water carnival (10 stations)
- Inflatables (10a-2p)
- Free Ice cream sandwiches (Melvin Kerr)
- RC car racing- Rorring Entertainment
- **Pet Show** (10:30a)
 - Registration is now open (currently 3 entries, more can be registered by 10:15a)
 - Hosted by Chisholm Tails
- Face painting- 10:30a-1:30p (two people)
- Troubles the Clown- need a W-9 10a-2p
- Food trucks (Ray's food truck- 316.990.8677, Kona, Lion's Club)
- NO BINGO this year (maybe 2022- cornhole tourney? Or Bingo)

Evening Activities 6:30-10:00p

- Stage delivery around 3:00-4:00p (Relevant Audio)
- Evening music acts: Evan LaRue band 6:30-8:00p, A Band in Kansas 8:00-10:00p
- Food trucks along the back fence line (Ray's BBQ food truck, Calvary Temple- hotdogs and hamburger buns, noble house hawaiian)
- LED light sticks- vendor selling
- Public works is setting up the generator for us
- Fireworks presented by Crosswinds Casino
- Portable green room for bands (cooler with waters, a place to sit)
- Melissa and Jennifer to figure out the menu and/or bill the city for the food?
- JMcQ to lock up in the evening
- Confirm the stage drop off and pickup
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Other Activities

- Banners are printed; will be hung in the city Tuesday, June 29; sponsorship banners will be printed and picked up by Friday
- Megaphone to the park from 10a-2p
- 12 folding chairs available- for during the day AND the evening
- JMcQ to check if we can bring picnic tables to food trucks?
- Specific time for food trucks- 6:00p for evening activities, wait until 10:00p?
- Access to cones for the parking lot?
- Jeremy to emcee the event? Cheri to create announcement list for morning activities and evening activities
- JMcQ is at the park at 5:30a
- Cheri in the park by 8:30a

- T-shirts? \$15/per shirt- \$150 (Cheri, Jennifer, 6-0, motion carried), Melissa and Jennifer will take care of the shirt

Motion to adjourn the meeting at 8:03p, (Cheri, Sabrina, 6-0, motion carried)