



City of Independence

Agenda

Independence Days Commission Meeting
Thursday, May 8, 2025 @ 6:30 PM
Event Center - Heritage Room

(See page 2 of agenda for meeting attendance information)

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1. CALL TO ORDER	
2. ROLL CALL	
3. MINUTES	
3.1. Regular Meeting 04-10-2025	3 - 5
4. SUBCOMMITTEE REPORTS <i>(Note: not all subcommittees will have reports to submit/present)</i>	
4.1. Coordinator / Chair	
4.2. Entertainment	
4.3. Talent Show	
4.4. Vendors	
4.5. Family Activities	
4.6. Volunteer Coordinator	
4.7. Parks	
4.8. Public Safety	
4.8.1. IPD	
4.8.2. PCFD #1	
4.9. Budget / Finance	
4.10. Publicity / Social Media	
4.11. Records / Secretary	
5. OTHER BUSINESS	
5.1. Other Discussion / Information Items	
5.2. Other Events	
5.2.1. Parade	
5.2.2. Mini Marathon	
6. ADJOURNMENT	

MEETING ATTENDANCE INFORMATION

The Independence Days Commission will hold this meeting in-person in the Event Center at City Hall, via video conference (Zoom) or by phone.

- The public may attend the meeting by coming to City Hall at 555 S. Main St.
- **For Zoom login** visit:
<https://us06web.zoom.us/j/87008445073?pwd=97HcKvRlan7ol6e01uxv4a2xVVjZAC.1>
- To participate in the meeting **by phone, dial US: +1-253-215-8782** and enter **Webinar ID: 870 0844 5073** and **Passcode: 938043**.

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired, or for other accommodations for persons with disabilities, should be made at least 72 hours in advance of the meeting to Myra Russell, City Recorder, 503-838-1212/TTY: 800-735-2900.



City of Independence

Minutes

Independence Days Commission Meeting Thursday, April 10, 2025

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1. **CALL TO ORDER.** The meeting was called to order at 6:30pm by Chair Courtney Williams.

 2. **ROLL CALL**
Courtney Williams, Myra Russell, Aaron Wimer, Lyle Gilbert, Andrea Van Heeswyk, Vidal Peña, Karin Johnson, Nathan Junior, Emmanuel Goicochea, Lisa Cox (via zoom)

Absent: Gabby Walton (exc)

Others present:
Bill Boisvert, Council Liaison
Lupita, YMCA

 3. **MINUTES.** The minutes of the 03-13-2025 meeting were submitted in the agenda packet.

ACTION:
Myra moved to approve the minutes as submitted; Aaron seconded. Motion passed by all commissioners present.

 4. **NEW BUSINESS.**
4.1. The Future of Independence Days
Courtney announced this is likely the last Indy Days held by the city; looking at possibly the MI Chamber. Emmanuel said that likely they will not. Will look at other options, other event organizers. This all depends on budget, etc. This will also be Courtney's last summer with the city.

 5. **SUBCOMMITTEE REPORTS.**
5.1. Coordinator/Chair
Courtney put together a draft schedule for review; distributed.
 - Discussion when to hold Duck Derby. Consensus to hold on the 3rd.
 - Talent Show to run 5:00 – 8:30.
 - Reviewed entertainment; confirmed.
 - Vendor hard close confirmed.
 - Kids Zone 12-5 pm on 3rd; 12-6 pm on 4th.
 - Andrea brought up idea of holding a Miss Indy Days pageant. Hold pageant on 3rd, have winner in the parade on the 4th. Discussion; possible if could be done on the 3rd during the day, however weather could be a factor. Possibly hold indoors, could look at a few places (CHS, The Gate, Rice, etc.). Andrea

will finalize a location by the end of the week and will be in communication with Courtney.

5.2. Entertainment

Nathan:

- All wrapped up, got all bands booked.
- Same sound engineers as last year.
- Has National Anthem singer booked.

5.3. Talent Show

Vidal:

- Met with Courtney, went over last year what worked, what didn't. Won't do text vote this year. Will look at local celebrities for judges. In addition to judges, will get an applause meter.
- Still looking at getting talent
- Flyers and postcards needed by end of month.
- Asked Nathan about back lining for talent show.

Nathan suggested having floating beavers in competition with the ducks for the river race.

5.4. Vendors

Lisa:

- Have 16 applications in so far. Lots of emails. Regulars plus some new ones already. Looking forward to a Facebook post soon; will be attending McMinnville Farmers Market and passing out information.
- Reviewed the booth fees.
- On track similar to last year.
- Reviewed the vendors that have already signed up.

5.5. Family Activities

Andrea: all good. Will assess needs, then send list of needed items.

5.6. Volunteer Coordinator

(no report)

5.7. Parks

Aaron:

- Parks good, everything ready to go
- Fireworks. Have all set up for additional fireworks.

5.8. Public Safety

5.8.1. IPD – Lyle:

- got contract today from security, was lower than budgeted.
- Visited with Sabra about security.
- Visited with the new person who will be running the CERT program.

5.8.2. PCFD #1 (no report)

5.9. Budget/Finance

Myra:

- Location of gates. Discussion if to have gate at Osprey Loop; discussion of ADA entry. Other locations same as last year.
- WOU track team is in for selling wristbands. Wristband sales June 2nd.

5.10. Publicity/Social Media

Emmanuel:

- He & Courtney have set a publicity/promotion plan.
- Courtney has been talking with local firm about title sponsor. If they sign up, will be very close to our goal.

5.11. Records/Secretary

Karin:

- Reminder to keep track of all official paperwork (volunteer logs, etc) and turn in after event.

6. OTHER BUSINESS.

6.1 Vendor Coordinator Request

Lisa: this requires 6 days that she will miss work; this year, does not have the vacation time. Either needs some sort of stipend or time needs to be spent at work. Discussion. Andrea – Y budget much under; could use funds to assign to volunteer coordinator.

Karin moved to amend budget to include line item for a Vendor Coordinator stipend of \$1500; Andrea seconded. Motion passed by all present. Lisa will bring her trailer for volunteer use.

6.2. Other Discussion / Information Items

Courtney – CHS doing garbage pick up this year.

Courtney – Justin will be back this year with rock wall and floaties.

Aaron will confirm gators.

6.3. Other Events

6.3.1. Parade

6.3.2. Mini Marathon

7. ADJOURNMENT.

Meeting declared adjourned at 8:19 pm

Next meeting: May 8th.