



City of Independence

Agenda

Independence Days Commission Meeting
Thursday, June 12, 2025 @ 6:30 PM
Civic Center - Council Chambers

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1. CALL TO ORDER	
2. ROLL CALL	
3. MINUTES	
3.1. Regular Meeting 05-8-2025	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	
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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 Council Chambers 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/85745056757?pwd=0qavZvN1iQibbEGRJE0qH1mZcDHgok.
1](https://us06web.zoom.us/j/85745056757?pwd=0qavZvN1iQibbEGRJE0qH1mZcDHgok.1)
- To participate in the meeting **by phone**, dial **US: +1-253-215-8782** and enter **Webinar ID: 857 4505 6757** and **Passcode: 420651**.

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, May 8, 2025

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1. **CALL TO ORDER.** The meeting was called to order at 6:35 pm by Chair Courtney Williams.

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

Absent:
Gabby Walton (excused)

Others present:
Neal Olson, PCFD #1
Terry Cable, Mini-Marathon

 3. Minutes. The minutes of the April 10, 2025 meeting were submitted in the agenda packet. Vidal moved to approve as submitted; Myra seconded. Motion passed by all commissioners present.

 4. **SUBCOMMITTEE REPORTS**
 - 4.1. Coordinator / Chair
Courtney addressed social media chatter regarding the event. She has been reassuring callers that it is still on and the city has put information on the website. Not intention to cancel Indy Days; very last option. Talking with community organizations & private entities about taking over. Optimistic.
 - Coming back:
 - Inflatable games
 - Will be updating website this week
 - Terry – run will happen as in previous years. Finish line will be different this year – will be at Main and Monmouth, will meet south of the bank on Main. Next meeting? June 12nd Thurs.
 - Sponsorship update – invoices out. No title sponsor this year. At \$30,000, which was goal.

 - 4.2. Entertainment. Nathan:
 - No update, all good to go
 - Courtney will get him contracts. Nathan suggested she send them directly. Corvallis sound guys will be doing the event.
 - National Anthem on 4th set; Talent Show winner on 3rd? Nathan available. Discussed possibility of talent show participant doing a patriotic song.

 - 4.3. Talent Show. Vidal:

- Asked Nathan if able to provide backline; he has some covered, not sure about drum set.
 - Had challenges with Indy Days talent show email account.
 - Has been doing outreach at schools, WOU.
 - Discussion of final list of judges.
- 4.4. Vendors. Lisa:
- Have 22 so far, with more in the works. On track. Able to take credit card payments on the phone (city hall).
 - Looking for signage to direct vendors (at C & D streets). Discussion of closures needed.
- 4.5. Family Activities. Andrea:
- Needs to schedule going through what is available; will get together with Aaron, then send in an order to Courtney.
- 4.6. Volunteer Coordinator. Courtney reported that Gabby would like to see volunteer post go on website. Need to get parking group solidified.
- 4.7. Parks. Aaron:
- Called Peterson, (light towers).
 - Called portapotty company, will come in as soon as can.
 - Fencing ready to go. Same layout as last year.
 - Osprey entrance? Decided not. Handicapped entrance there. Walking trail as exit only from fireworks.
 - Set with power.
- 4.8. Public Safety
- 4.8.1. IPD. Lyle:
- Contract signed with CMS.
 - Kimber and he met with Western's CERT team. Not sure how many they will offer up.
 - He and John will take care of setting up tent, purchases.
- 4.8.2. PCFD #1. Neal:
- Set and scheduling people. Will have an EMT there all time; will have gator.
 - In same area? Courtney, yes. Set up by noon on 3rd. Park being set up on 1st and 2nd, welcome to come then.
 - Courtney asked about misters; Neal will look into.
 - Courtney asked about quick charger that CERT used to have. Lyle thinks it may have been grant purchased; if so, would have to have CERT member in attendance.
- 4.9. Budget/Finance. Myra:
- Talked to Zach with WOU track team; should have enough to cover. Have squares, checking on them. Discussion of wifi, hot spots, etc. Lyle will discuss with Jason.

- If there are any questions about budget and numbers, will answer. She gave a brief explanation of the two budgets (commission and city). Also, changed budgeting due to city staff filling in where used to have volunteers.
- Wristbands? Myra – we proposed \$10 at gate; \$5 for locals presales.

4.10. Publicity/Social Media. Emmanuel:

- First big post to go out next week.
- Have schedule set for posts.
- Confirmed shooting schedule with Vidal.
- Discussion of other filmings, posts to go out.

4.11. Records/Secretary. Karin – no report.

5. OTHER BUSINESS

5.1. Other Discussion/Information Items.

Neal checked with Stephanie, will volunteer to do wristband sales at fire station.

5.2. Other Events

5.2.1. Parade. Rotary is taking applications; will have on their website next week. Andrea will send web link to Emmanuel.

5.2.2. Mini Marathon. (See Terry's report.)

6. ADJOURNMENT

Meeting declared adjourned at 7:56 pm

Next meeting: June 12th.

Help our logistics team put up big event tents, fencing, pop-ups, tables, and chairs. Help stage parade signage and road blocks, and assist with getting special event lighting and power set-up. Then come back and help us take it all down after the event is over.

Volunteers Needed:

The more the merrier, whenever, however much time you'd like to commit

Timeframe:

Tuesday, July 1st
8am-6pm

Wednesday, July 2nd
8am-6pm

Thursday, July 3rd
7pm-2am

Friday, July 4th
7pm-2am

Saturday, July 5th
9am-7pm

Sunday, July 6th
8am-12pm