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109 Maddox Ave • Amity, OR 97101 • Ph: (503) 835-3711

## **REGULAR MEETING OF THE AMITY DAY COMMITTEE**

### **AGENDA**

A Meeting of the City of Amity, Amity Day Committee will be held at 5:30 p.m., Tuesday, May 14, 2024, at the Amity City Hall, 109 Maddox, Amity, Oregon.

**ROLL CALL:** Chair Lori Hayhurst, Co-Chair Councilor Dyche, Dana Dyer, Stephanie Craig

#### **CITIZEN COMMENTS/QUESTIONS:**

#### **OLD BUSINESS:**

1. None

#### **Topics of Discussion:**

1. Introduce Jenna Goings. Jenna submitted an application for the committee, but hasn't been officially set by City Council yet.
2. Review current plans for the Amity Day event
  - a. Only Saturday: Volunteers to help set up at 8:00 am, parade at 10:00 am, vendors at City Park throughout the rest of the day (including food trucks?), activities in the afternoon (call backs to the Amity Country fair or "country" style activities?), any interest in music or evening activities?
3. Needs and next steps.
  - a. Determine layout of Park and approximate spacing for vendors and food trucks as desired, parking, and activities
  - b. Determine point of contact and issue call for vendor applications
    - i. Add vendor waiver (Councilor Bojorquez has a good one)
    - ii. Set vendor pricing (Could copy Daffodil Festival)
    - iii. Sponsorships? PGE and other businesses may be interested in sponsoring the event. Who can contact/reach out?
  - c. Determine point of contact for volunteers and start building list
    - i. Volunteers needed for set-up and cleanup, possible parking directions, possibly to help with parade, information booth, etc.
    - ii. Draft blurb to go on City website, facebook, and community social media pages
  - d. Map out parade route
    - i. City Administrator to get parade permit, but needs a set route and time. Need to estimate time to close any highways
  - e. When is the next meeting?

#### **ADJOURNMENT**