

**MILLERSBURG CELEBRATION 2021
EVENTS PLANNING COMMITTEE
MEETING AGENDA**



March 11, 2021 @ 6:00 pm
Electronic Meeting

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AGENDA

ROLL CALL

UNFINISHED BUSINESS

None

NEW BUSINESS

- 1) Response from car show attendees regarding their interest in attending the parade – Heidi Swirbul
- 2) Brainstorm list of needs for Parade

Meeting Dates

Millersburg Celebration Committee Meeting

February 11, 2021

6:00 p.m. to 8:00 p.m.

VIRTUAL MEETING - Millersburg, Oregon

Chair Jenny opened at 6:06 p.m.

Roll Call: (name strike out were absent from the meeting)

Jenny Wolfenbarger, Chair

Connie Lepin

Mike Wertz

Heidi Swirbul

Carlye Schrader

Abby Johnson

~~Lorri Headrick~~

Tina Ferguson

~~Michael Ann McIlvenny, Recorder~~

Scott Cowan, City Council Liaison

Kim Wollenburg, City Liaison

Subcommittee member participants:

None at this meeting

Jenny noted that Mayor Jim Lepin is taking a step back from the Events Committee although he will continue to support the Committee as needed. She next introduced Councilor Scott Cowan who is taking Councilor Dave Harms' position of City Council Liaison.

Minutes:

None

Unfinished Business:

New Business:

1) Brainstorming - Options for Millersburg Celebration for 2021

Jenny opened by sharing with the Committee the information she was provided by City Manager Kreitman on the current County status and what that means for the Millersburg Celebration. She noted that if we got to the lowest risk category, the maximum we could have at an outdoor event is 300 and it would likely be until third quarter fall before any health guideline requirements were reduced. She also noted that we would have to monitor access into the event. The Committee discussed whether this would work for the 2021 Celebration. They discussed options to reduce the size of the event and what that would entail.

Heidi suggested to doing something like just the car show and used the proceeds of the car show to get the port-a-pots which might reduce the need for sponsorships. Lots of discussion followed regarding the size and restrictions and who would monitor attendance to

follow the guidelines at the time. Heidi and Carlye spoke about an event where the car show is essentially brought to the residents like a parade. Connie suggested doing another parade, not just a car show, but a parade similar to what was done in December but also include the cars. Jenny asked Heidi if she thought the owners would participate. Heidi said she would reach out to some car owners and see what they thought about participating in this type of event. Jenny said the committee could promote small group barbeques while they enjoy the parade. Heidi asked about charging, and the group agreed to not charge. Kim suggested that Jenny reach out to Assistant City Manager/City Engineer Booth to discuss the anticipated volume of vehicles that could potentially be on Millersburg streets.

The group continued to discuss various options for the parade, expenses, and prizes. Connie asked if having prizes was really a necessity. Heidi said that we might get more participants if they had a chance to win some kind of prize. Councilor Cowan reminded the Committee that the City is getting ready to go into budget season and he believes the City will be able to provide some funding for this event. He also said we could do the prizes but also acknowledge winners on the website and other places. He then shared what he normally does at car shows and an idea for a potential set-up for the car show if that is the direction the Committee wanted to go.

Jenny asked about whether the parade could become part of the annual Millersburg Celebration. Nothing was decided on this. The Committee discussed having a theme for the parade.

The Committee decided that there would be a parade open to Millersburg residents and car show attendees. No fee to participate, and there would be prizes. Jenny would come up with a budget and go to the Council for approval. There was discussion about how much was spent for the Christmas Celebration of Lights. Kim will provide information regarding what was spent.

Jenny suggested the Committee meet in a month and everyone come to the meeting with 1-2 theme ideas and take a vote then start moving forward. The Committee agreed. Jenny will also speak to Assistant Manager/City Engineer Booth regarding the number of vehicles in the parade and bring back the information to the next meeting.

The Committee discussed the Celebration was planned for September 11. The Committee then came up with the theme of A Patriot Parade. There was discussion regarding what happens in Albany during 9/11. Councilor Cowan noted he thinks that there should be an acknowledgement of the date and that depending on what is going on in Albany, the Albany Fire Department could participate in some way. The Committee had a brief discussion regarding possible additional staging areas if there are a lot of entries for the parade.

Jenny will discuss this with City Manager Kreitman and Assistant Manager/City Engineer Booth.

Jenny shared with the Committee the email that Michael Ann provided as she was unable to attend the meeting.

Councilor Cowan asked if the Committee planned to continue the Celebration of Lights event in December and noted that he believes the Council would be agreeable to that event continuing. He said the event was very successful and great for our community and said the Council feels the same. The Committee confirmed that the plan is to have another holiday event.

Adjournment: Committee adjourned at 6:53 p.m.

Upcoming Meeting(s):

March 11, 2021 - 6:00 p.m. (virtual)