**Casselton Summerfest Committee**

Wednesday, December 13th 2023

5:30PM Red Baron

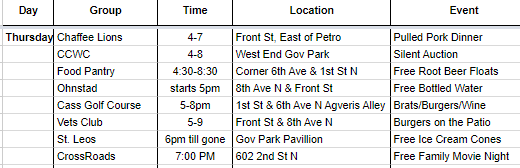
In attendance: Cami Wack, Nikki Geist, Cecelia Jorud, Alisha Ausk.

The agenda for this meeting is listed here by day. Items are being delegated to committee members and bolded.

**Thursday**

**\*Alisha will verify these events are the same time and location.**

* Note: Swanks runs this day and all events that occur



**Friday**

**\*Cecelia will verify with the Park Board at their next meeting on January 10th at the Casselton Golf Course Clubhouse at 5pm.**

**1. Find out from Cami what size space the foam party needs**

**2. Ask local bars if there is any interest in setting up a beer bath at the park area of the pool approximately 1-8pm.**

**3. Ask Parks about using a space near the pool for the foam party.**

**4. Ask parks for permission to allow bars to sell booze on the property Friday (they also have a liquor license and might want to sell drinks, they will also need an offsite permit $10) approximately 1-8pm.**

**5. Suggest to the Presbyterian Church to move their ice cream event to the pavilion at Governor’s Park and change the time to 4-7pm**

**\*Cami will contact Bubble Bonanza and book them for Friday 3-6pm, also find out their final cost and how much space is needed. Then update Cecelia ASAP.**

* Motion to request Open Swim on Friday & Saturday with Parks & Rec
  + When: Friday 1-5pm & 7-9pm, Saturday 1-5pm
  + Note: Need to attend Park Board Meeting for approval
* Motion to have Foam Party
  + Cost: TBD
  + Location: By the Pool
  + When: Friday 2-5pm
* Motion to ask if local businesses would like to partner on a Beer Garden
  + Cost: TBD
  + Who:
    - Local bars to handle beer: Offsite Permit Needed
    - 4e Winery to provide wine: Alcohol Sales Permit Needed
  + When: Friday 1 – 8pm (TBD)
* Motion to ask if Presbyterian Church would move their Friday Ice Cream event to Governors Park
  + Why: Centralizes food on Friday afternoon/Evening to one location & closer to the pool activities
  + Time: Ask if they will move from 5-6:30pm to 4-7pm
* Note:
  + Need to list cost for the Variety Show entry fee in 2024



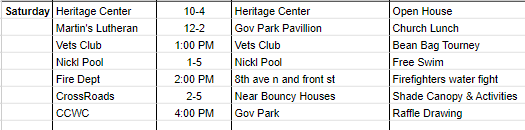
**Saturday**

\***Alisha will verify with the Caricature Artist, Alyssa, the final cost and if she would like to attend from 3-7pm near Trucore. | Verify with Rusty K Ranch about train noise and explain they will have 2 sides of the area fenced. There will also be a parade from 11-12pm, they can set up the day before. If they are ok with this, hire them. | ASP from 10:30-4pm – book them. | Sheriff Deputy from 8-12pm – hire them.**

**\*Cami will verify the bouncy house agreement and get final pricing.**

**\*Nikki will reach out to the face painter in Amenia and see if she would like to be at Summerfest again, but as a paid artist offering free services.**

* Motion to hire a Caricature “Cartoon Artist”
  + Cost $120/Hr & $0.60/Mile
  + When: Saturday
  + Where: By TruCore (Cecelia has extra white tent for shade)
  + Requires 3 chairs & shaded area
* Motion to hire a Face Painter
  + Who?
    - Hopscotch: $540 for 4 Hours
    - Painted Turtle (Used Last Year)
  + Location: By TruCore
  + When: Saturday
* Motion to hire Bouncy Houses
  + Cost $2,880 approx.
  + Location: Same as 2023, by Vets Club
  + When: Saturday
* Motion to have Petting Zoo
  + Cost: $300 1st Hr, $100 Every Hour following
  + Location: By the Vets Club, after the Bouncy Houses
  + When: Saturday
* Motion to have 2 ASP Staff for Parade
  + Who: 2 ASP Staff Members
  + Location:
    - 18th by the School & 1st St/Langer (11AM to End of Parade)
    - Move to 6th/1st (Immediately after parade to 4pm)
  + When: 11am to 4pm
* Motion to have Sheriff Deputy for safety and traffic control for Street Dance
  + Who: Deputy Sheriff
  + Location: Surrounding area of Governors Park
  + Cost: $60/Hour – 4 Hr Minimum
  + When: Saturday, Time TBD
* Note:
  + Street Dance Questions:
    - What does the band need for size platform?
    - Block off the Car Doctor with stage/trailers?
    - Spools placed in 6th St, what time would they need to be moved by?
    - Bleachers placement?



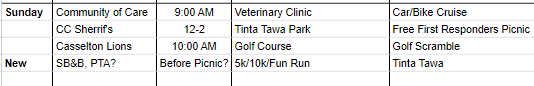
**Sunday**

**\*Cami will verify at next PTA meeting that they would like to partner in the 5k as a fundraiser**

**\*Cecelia will connect with SB&B about the fun run/color run and partnering with the PTA.**

**\*Nikki will verify with Laif Rognlin about the First Responders Picnic.**

* Motion to have 5K
  + Who?
  + Location: Tinta Tawa Park (Start & Finish)
  + When: Request to change Kids Run from Saturday morning to Sunday morning and align both Kids Run and 5K.
* Motion to set expectations for Boy Scouts cleaning up on Sunday morning
  + Define Expectations



**Public Works / City Approval Needed:**

**Invite Kevin and Will once items are in place to let them know exactly what is needed and when.**

* Road Closures
* ASP
* Water Source
* When to get approval with this team?

**2025 Summerfest**

**This option is not currently in play – Nikki has reached out and nobody has replied. We will continue to try.**

* Motion to have Lieutenant Dan Band for 2025 and attempt to get a contract signed ASAP

Meeting adjourned 7:00pm

Next meeting is January 23, 2024 at Dusty’s Bar & Grill (Club 94 as a secondary option if Dusty’s isn’t open yet)

Respectfully Submitted

Nikki Geist

Summerfest Vice President

**Nikki’s notes for next meeting.**

* Order Porta potties and choose placement
* Tent sizes and placement
* Expectations for Boy Scouts and any other group that would like to help. Once we finalize tasks, we will create a list.
* Update website with PO Box 548 for Casselton Summerfest
* Look for past financials in the Summerfest folders at City Hall in the CBA closet, possible meeting in chambers to go over these as a committee.

