**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.

