

## Spirit Committee Meeting

October 4, 2023

This special meeting of the Spirit Committee was called to order at 1:06 p.m. Present were, Lorelee McKee, Annie Dovenmuehler, Kim Lickley, and Will Ritter. Also present was City Clerk Bernadette Coderniz, Streets and Parks Supervisor Ronnie Hendricks, Fire Chief Mike Harrison, and Deputy Fire Chief Lane Sickles. Committee members Carl McEntarffer, Chris Barber, Kevin Williams, City Administrator Mike Williams, and Secretary Katie Elliott were excused.

### **Follow-up Carl Nellis Day of Service:**

Ms. Coderniz stated there were not many volunteers at the event, most likely due to other local events happening at the same time. She stated Mr. Williams mentioned more Community Spirit Committee participation next year and the possibility of having a member head up a sub-committee to solicit volunteers for the event. Ms. McKee spoke of the City Wide Clean Up Day in May; Ms. Coderniz explained the difference between the two events (downtown city clean-up vs. specific projects). Ms. Lickley said it would be tough to create a sub-committee with the small group that we have now, and that the needs of the committee were not clear with this event for this year. Ms. Coderniz also stated that most everyone on the committee works with local groups, whether they be school activity and sports groups, or church groups, non-profit work, etc. who could be contacted for these types of projects. Chief Harrison and DC Sickles mentioned local businesses who may wish to participate as well. Mr. Ritter recommended that the discussion be revisited in January or February to begin planning for the September event.

### **Discussion- Trunk or Treat (Action Item):**

Mr. Ritter stated he recently sent a list of participants registered, approximately 23, and encouraged everyone to reach out to local businesses. He received a request to have two businesses be together, and he suggested they attend at the same time in order to be parked together. Mr. Hendricks stated everyone tends to park within the first block only, and he recommended that vehicles be directed to both blocks of the closed area between Main Street and Buchanan. Discussion included: where people can enter the Trunk or Treat at Buchanan instead of Adams; better traffic control; committee members assisting with directing vehicles from each and the middle; blocking off Adams while keeping the ambulance area open for them to pull out; parking at an angle; and, having people block off foot traffic at Adams and have them start on Buchanan. Mr. Ritter suggested not to focus too much on the flow of traffic and do the best we can. Ms. Coderniz stated last year's event had better control versus previous years. DC Sickles spoke of four large sandwich boards and cones that could be used to direct foot traffic. Mr. Ritter asked fire and public works staff if they had any questions, and Mr. Hendricks said having more room would be helpful so we need to ensure the vehicles go all the way down to Buchanan. Ms. Coderniz spoke of having games in a separate area so as to not bottleneck the trunk areas. Games have not been allowed because of this, but maybe in the future with the extra space they can be. Every year the event gets bigger so more space is needed. Foot traffic will hopefully be led in a clockwise direction. Ms. Lickley requested that the final details be discussed via email rather than another meeting, and Mr. Ritter reminded the committee of open meeting laws and having discussions that are not open to the public. Fire recommended that the committee also help direct traffic and redirect if needed. Mr. Hendricks stated Main Street will be closed at 3:00 p.m., and Mr. Ritter spoke of closing trunks at 7:00 p.m.

### **Citizen Correspondence and Issues**

None

### **Discussion Period**

Ms. Coderniz mentioned an idea presented to her about having traffic walk through the old police station, but someone had already spoken to Mr. Ritter and he let them know the committee was not staffed for an extra event. DC Sickles also spoke of an occupancy issue with the building, and Ms. Coderniz also spoke of needing someone to guide attendees over to the building from Main Street.

Ms. Coderniz said she would send out a meeting request for October 25<sup>th</sup> at 2:00 p.m. to be sure all the supplies needed (sandwich boards, cones, fencing) will be available on the 31<sup>st</sup>).

Ms. Lickley stated she did not get the last email, Mr. Ritter will re-send. Also, the Halloween flyer says "Monday" so Ms. Coderniz will have it revised.

### **Adjournment**

There being no further discussion, Mr. Ritter closed this special meeting at 1:31 p.m.

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Carl McEntarffer, Chairman

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Katie Elliott, Secretary