

CITY OF ISSAQUAH
Fourth of July Commission

6:30 PM
 May 12, 2025

MINUTES

Coho Room, 130 E. Sunset
 Way, Issaquah

COMMISSION AND ADMINISTRATIVE PERSONNEL PRESENT

Commissioners:

Ben Armlin
 Missy Tubbs
 Amanda Bjornson (*Excused Absence*)
 Francisco Garcia
 Chris Reh
 Brenda Spears
 Paul Winterstein

Administration/Staff:

Wally Bobkiewicz, City Administrator
 Lindsey Marsh, Executive Department
 Coordinator

CALL TO ORDER

Wally Bobkiewicz called the meeting to order at 6:30 PM.

a)

Introductions-

Commission members introduced themselves and why they wanted to join the commission and help plan the 250th festivities.

PUBLIC COMMENTS

No public comments were made

REGULAR BUSINESS

a) **Overview of Commission Work and Expectations**

Presented by:

Wally Bobkiewicz, City Administrator

The history of parades in Issaquah was explained to the commission.

The City Administrator explains our plan for putting on the parade and preparing for the 250th celebration, shares stories of parades at other cities he's worked at and their budgets.

b) **Begin Planning for 2025 Parade**

Presented by:

Wally Bobkiewicz, City Administrator

The City will setup a subcommittee for the 2025 parade planning that will meet weekly.

- *An idea for getting the word out to recruit volunteers by sharing shorter more targeted messaging to the community instead of burying the note in a larger newsletter.*
- *Personal outreach could be a better idea, to have community members reach out to each other to get more support/volunteers to help with this community event, or connecting with community groups to share/get the word out for volunteers, if 2025 parade is successful, then this will create more momentum for others to help with the 250th celebration next year.*
- *Finding local sponsors could help, encourage local companies like Costco, REI, the larger companies to encourage volunteers from work.*
- *Creating an experience for families is a great way to get people out, in the past Issaquah used to have large parade on Labor Day and a former Mayor used to lead*

the parade riding a horse, this would be a fun idea to include horses in this year's parade or other simple ideas like that would create a special experience, could attract more sponsors, could draw from that community.

A commissioner asks for a brief overview of how last year's parade was put together and how many were involved, shared that having an MC announcing each group in the parade was great the year it happened, we should have that again.

- *City Administrator explained that there wasn't a lot of staff to support, the rotary helped.*
- *Reaching out to non-profits/community orgs to spread the word would help get the community out.*
- *City Administrator instructs staff to create list of organizations that we could reach out to, for volunteers or for sharing the word, invite to participate in parade.*
- *Councilmember thinks a workplan should be created to help plan for 2025 and 2026.*

City Administrator reviews what was discussed:

- *reach out to non-profits/community orgs*
- *get the messaging out for volunteers and/or parade participants, local sponsors, horses*

Ideas for themes were discussed. A commissioner will develop a workplan from the ideas discussed during this meeting.

- *City Staff will create an organization list by next week for the purpose of recruiting help, volunteers, participation, promote the event.*
- *City Administrator will ask for volunteers in the City's next e-newsletter.*

c) Discuss 250th Celebration

Presented by:

Wally Bobkiewicz

- *City Administrator asked members to come up with a theme and logo idea for the 250th celebration.*
- *The same logo could be used for the 2025 parade and the 2026 parade.*
- *A commissioner shares a picture from last year's theme.*
- *For 2026, more emphasis on social media campaigns and branding, this year will focus on the parade.*

d) Plan the Next Meeting Dates

Presented by:

Wally Bobkiewicz, City Administrator

- *Subcommittee for parade will meet weekly beginning May 19th at 5:30pm on Teams, then May 27 at 5:30pm.*
- *Commission will meet 2nd Monday each month at 5:30pm at City Hall and a virtual option will be available.*

ADJOURNMENT

The meeting was adjourned at 7:40 PM.