



## COMMUNITY ENGAGEMENT AND EVENTS COMMITTEE AGENDA

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Wednesday, April 22, 2026, 6:00 PM  
1020 E. Pioneer Rd.  
Draper, Utah 84020  
Administration Conference Room

- 1. Welcome and Roll Call**
  - 1.a New Member Introduction - Lindsay Simons**
- 2. Approval of Previous Meeting Minutes**
  - 2.a [Approval of Minutes for March 25, 2026](#)**
- 3. Committee Member Reports**
  - 3.a Conflict of Interest Forms**

Confirm All Submitted.
  - 3.b Confirm Kindness Week Dates and Review Past Activities - Jenny Haase**
  - 3.c Discuss Opportunities for Volunteering Outside those Discussed by CEEC to Date - Jenny Haase**
  - 3.d Discussion Items:**
    - Shared file for documents
    - Any activities of former Community Engagement Committee we've missed?
    - Cinco de Mayo update-emcee confirmed?
    - Car Show-Motorcycles confirmed?
    - America250 Potluck update
    - Rodeo redshirts -who are they?
    - Mayor's bike ride May 16th
    - Amitava's firehose art
  - 3.e Assignment of Committee Event Responsibilities**
  - 3.f Future Business**
    - Identify topics for next meeting
    - Next meeting- Wednesday May 27, 2026 at 6:00PM
- 4. Adjournment**

I, the City Recorder of Draper City, certify that copies of this agenda for the **Draper Community Engagement and Events Committee** meeting to be held **April 22, 2026**, were posted at Draper City Hall, Draper City website [www.draperutah.gov](http://www.draperutah.gov), and the Utah Public Notice website at [www.utah.gov/pmn](http://www.utah.gov/pmn).



A handwritten signature in cursive script, reading "Nicole Smedley".

Nicole Smedley, CMC, City Recorder  
Draper City, State of Utah

In compliance with the Americans with Disabilities Act, any individuals needing special accommodations or services during this meeting shall notify Nicole Smedley, City Recorder at (801) 576-6502 or [nicole.smedley@draperutah.gov](mailto:nicole.smedley@draperutah.gov), at least 24 hours prior to the meeting.

# MEMO



To: Community Engagement and Events Committee

From:

Date: 2026-04-22

Re: Approval of Minutes for March 25, 2026

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Comments:

ATTACHMENTS:

[Community Engagement Meeting Minutes March 25, 2026.pdf](#)

## Community Engagement & Events Committee

### Meeting Minutes

March 25, 2026

- Committee members in attendance: Stefania Wilks, Melany Moras, Amativa Ray, Falguni Dharodiya, Tara Bradshaw, Mark Vincent, Ben Pattison, & Jenny Haase
- Committee Members not in attendance: Stephanie Sherrell
- City staff & elected official in attendance: David Wilks & Kathryn Dahlin
- Meeting minutes: Created by AI and reviewed by staff

The Draper City Community Engagement and Events Committee meeting focused on planning and coordinating upcoming city events, including the America 250 potluck celebration and Draper Days activities. The committee discussed volunteering opportunities for the Mayor's Bike Ride on May 16th, the Cinco de Mayo event requiring a bilingual MC, and various roles needed for Draper Days including parade lineup, community stage management, information booth, and food vendor assistance. David provided detailed explanations of event requirements and volunteer needs, emphasizing that committee members could volunteer for partial shifts rather than full day commitments. The group also briefly discussed a fire hose art donation project and World Kindness Day events, with plans to provide a report on last year's activities at the next meeting on April 22nd.

## Committee Guidelines and Administrative Tasks

The meeting then turned to administrative tasks and committee guidelines. Mark requested that members provide their mobile numbers to compile a contact document, and discussed conflict of interest forms that need to be completed. The group reviewed city ordinance requirements for committee operations, including the advisory nature of committees, public participation protocols, and member attendance policies. David mentioned there was another application for committee membership that he would follow up on.

## Committee Events and Responsibilities

The group discussed upcoming events and committee responsibilities. David explained the committee's charter and procedures, including meeting requirements and funding processes. The group discussed two upcoming events: the Mayor's Bike Ride on May 16th, which needs volunteers to staff a rest stop from 10:30 AM to 1:30 PM, and Cinco de Mayo, which requires a bilingual MC to introduce entertainment acts from 6-8 PM. The committee also explored a potential donation of a fire hose art bench, with David offering to connect the proposer with the fire department to discuss placement options.

## July Events Planning Meeting

The meeting focused on planning for two upcoming events. David discussed the Mayor's Bike Ride event, which will take place on July 5th, coinciding with Tracy Aviary's annual event along the Jordan River. The group then discussed the America 250 Committee's potluck dinner event scheduled for July 5th, where volunteers will help facilitate meals at seven city pavilions across Draper. Mark offered to create

America 250 birthday cards for volunteers to take to the event, with the possibility of later displaying the signed cards at Draper Days.

### Draper Days Volunteer Opportunities

David led a discussion about volunteer opportunities for Draper Days events, including the parade lineup, community stage, information booth, Day Barn, car show, and children's bike parade. He provided details about timing, responsibilities, and the benefits of each role, emphasizing the need for volunteers at the car show and children's events. He also mentioned that family members are welcome to volunteer, though additional background checks are required for roles involving children.

### Community Events Planning Meeting

The meeting focused on planning various community events, including a car show, pie baking contest, and bingo. Discussed was the logistics of the bingo event, including its duration, prizes, and sponsorship opportunities. The group also touched on the possibility of including motorcycles in the car show and agreed to confirm this with the contractor. David emphasized the flexibility of volunteer commitments and encouraged attendees to bring friends or family to help with events. The next meeting was scheduled for April 22nd, where the team plans to finalize event staffing details.