



## Town of Lake Park Centennial Celebration Committee

### Agenda Request Form

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**Meeting Date:** July 18, 2023  
**Originating Department:** Special Events  
**Agenda Title:** Centennial Celebration In-Kind Donations

**Approved by Town Manager:** \_\_\_\_\_ **Date:** \_\_\_\_\_

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**Cost of Item:** \$0.00 **Funding Source:** \_\_\_\_\_  
**Account Number:** \_\_\_\_\_ **Finance Signature:** \_\_\_\_\_

**Advertised:**  
**Date:** \_\_\_\_\_ **Newspaper:** \_\_\_\_\_

**Attachments:** \_\_\_\_\_  
\_\_\_\_\_

**Please initial one:**  
\_\_\_\_\_  
☒ **X** Not applicable in this case

### Summary Explanation/Background:

At this time, staff would like the committee to focus on securing in-kind donations. We have several future events that will need food, drinks, decorations, live entertainment, signage, volunteers and more.

### Centennial Celebration Chili Cook-off

Tents, Tables, Chairs  
Plaque  
Decorations  
Backpacks  
School Supplies  
Food (Hot Dogs, Buns, Chips)  
Drinks (Water)  
Photography & Videography  
Volunteers

### Centennial Celebration Arts & Music Festival

Stage, Tents, Table, Chairs  
Live Entertainment

Water  
Decorations  
Face Painters  
Games and Activities (Bounce House, Yard Games)  
Photography & Videography  
Volunteers

**Centennial Celebration Gala**

Food (Appetizers, Main Course, Side Dishes, Dessert)  
Drinks (Water, Tea, Soda, Wine, Liquor)  
Decorations  
Chairs  
Centerpieces  
Photography & Videography  
Live Entertainment

**Centennial Celebration Festival**

Stage, Tents, Table, Chairs  
Live Entertainment  
Water  
Decorations  
Face Painters  
Games and Activities (Bounce House, Yard Games)  
Photography & Videography  
Volunteers

**Recommended Motion:** No motion needed.