



## **Downtown Advisory Board**

### **Notes**

**Monday, Sept. 15 | 11:30 am – 1:00 pm**

**Kansas Teachers Community Credit Union - 416 N Broadway Street**

**Members Present:** Trista Shuster, Blaise Main, Stephanie Watts, Skip Urich, Tree Mulkin, Kim Froman and Sarah Runyon

**Members Absent:** McKayla Crystal, Darcie Shultz

### **Call to Order:**

- **Welcome & Agenda Review**
  - **Tree call to order 11:34am**
- **Meeting Notes – Action Needed (Update and correct the members)**
  - *Move to Approve – Stephanie*
  - *Second – Tree*
  - *All in favor/Opposed – Approved*
- **Old Business:**
  - **Rival Time Products Demo Unit – Cost Estimates Acquired**
    - \$753.09 per pole and there are 72 poles
      - City budgeted money for lighting
      - Considering only doing ½ the poles this year and ½ next year
    - Stephanie expressed interest on stringing decorative lights in alleys to increase walkability
    - Sarah suggested we review the pathways and focus on lighting
      - Stephanie suggested donor to assist
    - Pittsburg Beautiful to work on parking lots
  - **Downtown Visitor Map Update – Review latest draft**
    - Sarah was able to adjust to allow the folds
    - Next process is creating the cover page and numbers and locations
    - Feedback:
      - Stephanie liked the map
      - Sarah will make it available on the website
      - Future is an easy tear-off page option
  - **Grant Request Follow Up – Review Process & Publish Grant Applications**
    - Sarah revised the mural grant request form

- Need approval from the board before posting on website
- Suggestions or edits:
  - *Motion – Stephanie*
  - *2<sup>nd</sup> – Tree*
  - *Approved*

- **New Business:**

- **Halloween Window Painting Begins October 14-17!**
  - Supply pickup at Artforms Gallery
  - Morning Sun will facilitate the business sign up
  - Cost to participate is \$30 per artist per window
    - ie. Downtown business with 3 windows would be \$90 if all 3 windows are getting painted by an artist
  - Publishing in a special section of the Morning Sun
  - DAB budgeted money for window cleaning and brushes
  - Business can choose the artist within the age division
    - They need to let the Morning Sun know when they sign up
    - Tuesday, Wednesday, and Thursday
  - Clean Up help offered to Downtown Businesses November 1<sup>st</sup>
- **Small Business Saturday – Mistletoe Market** at Pritchett Pavilion
  - **Farmers' Market Vendors** have requested to partner with DAB to host their vendors at Pritchett before the Tree Lighting Ceremony!
  - **Tree Lighting Ceremony** – Mailbox purchased for Letters to Santa. Still looking for a Grinch costume. Santa, Nutty Bavarian confirmed for Nov. 29<sup>th</sup>. Any other ideas?
    - Tree wants a baking contest
    - Stephanie wants a Christmas cookie exchange
    - Need a Minnie and have Dave do Mickey again
    - Buddy the Elf will be there
    - Hispanic Banda back again
    - Mailbox is here
      - Needs painted
      - Stephanie needs paid for it \$50.00
      - Sarah will decorate it
      - Post Office Letters to Santa
        - Stephanie suggested adults too
        - Entry to win a downtown gift card
        - Coordinate with the Morning Sun
    - Trista is asking permission to get a Grinch
    - Santa and Mickey and Minnie come down the alley
    - CROSS GUARD
- **Kelce Tour**
  - This Friday 1pm 9/19/25

- Harvest Fest
  - Last Saturday of the Farmer's Market and buy produce from the farmers and area restaurants will prepare dishes using produce
  - Tickets on sale this week \$50 per person
    - No menu preview
  - Proceeds to Wesley House
  - Monday Oct. 27<sup>th</sup> at The Greenway
  - Bailey Talkington from PSU
- **Open Discussion / Questions?**

### Upcoming Events:

- **Paint the Town Red Downtown Block Party & Pep Rally** – Friday, Sept. 12 at 6:00 pm from 4<sup>th</sup> to 6<sup>th</sup> Street on Broadway
- **Pittsburg ArtWalk** – Saturday, Sept. 20 at 5:00 pm
- **Hispanic Music Festival – Downtown Events:**
  - **Sept. 19 "Sonidos del Corazón: Music Under the Stars"** – at Memorial Auditorium | Outdoor Pre-Show 5:00 pm – 7:30 pm | Making Movies in Concert 8:00 pm inside the theater
  - **Sept. 27**
    - 12:00 pm – 2:00 pm **"Parada Tropical" at Pritchett Pavilion**
    - 7:00 pm – **"Noche Latina" at Colonial Fox Theatre North Lot**
- **PSU Homecoming Parade** – Saturday, October 11
- **Goblin Market: Curiosities & Wonders Street Fair** – Saturday, Oct. 25 from 3:00 pm – 9:00 pm | West 6<sup>th</sup> Street
- **Downtown Window Painting** | Month of October 2025
- **Harvest Fest at The Greenway** | Monday, Oct. 27
- **Turkey Trot 5K** | Thursday, Nov. 27
- **Small Business Saturday Passport Shopping Event** | Saturday, Nov. 29 – ALL DAY at participating businesses
- **Holiday Art Market on Small Business Saturday** | Saturday, Nov. 29 from 10:00 am – 1:00 pm, Frisco Event Center
- **Tree Lighting Ceremony** | Saturday, Nov. 29 – 6:00 pm at Pritchett Pavilion
- **Annual City of Pittsburg Christmas Parade** | Monday, Dec. 1

### Meeting Adjournment:

- *Move to Approve – Tree*
- *Second – Trista*
- *All in favor/Opposed – Approved*

**Next Meeting** – Monday, October 20 from 11:30 am – 1:00 pm at TOAST - 401 N Broadway