

Prairie Village Jazz Fest 2025
Committee Meeting
Tuesday March 25, 2025, 5:30 p.m.
City Council Chambers

Attendees

J.D. Kinney	Special Events Coordinator, Committee Chair
John Wilinski	Artist Relations and Backstage Chair
Dave Hassett	Food and Beverage Chair
Amanda Hassett	Hospitality/VIP Chair
Elissa Andre	Marketing Chair
Joyce Hagen Mundy	Volunteer Chair
Mary Ann Watkins	Member at Large
Kyle Van Landuyt	Master of Ceremonies
Scott Tschudy	Member at Large

Committee Chair's Report

We are currently working on the 2026 Jazz Fest budget that will be presented to the City Council on April 22. The Committee agreed that maintaining the current budget request of \$35,000 per year was appropriate. Maintaining an account balance of at least \$25,000 to begin each year, before the budget allocation is transferred, allows us sufficient funding to produce JazzFest. For 2025, we have an account balance of approximately \$42,000, so we intend to spend this \$17,000 surplus first and hope to draw less on the 2025 budget allocation.

Annual Volunteer waiver forms were completed and signed by all committee members present.

Talent

No update

F&B

Mad Greek, Eat Schmidt and Polar Oasis have committed to JazzFest 2025. Marigold's, Ragusa's and Butterfluff Popcorn have been contacted but commitments are pending. One additional entrée level food truck is being considered.

The PV Environmental Committee is investigating bringing composting to JazzFest as steps are taken toward hosting zero-waste city events. Dave Hassett will begin asking committed and prospective food vendors about their capacity to use compostable service items.

It was determined that the food trucks and the WaterOne Quench Buggy will be located in the parking lot immediately west of the Harmon Park playground. All food trucks will need to run on their own power; a generator will not be provided for the food trucks.

Butterfluff Popcorn will continue to be located in front of the Harmon Park Pavilion.

The perimeter of the JazzFest grounds will include the parking lot containing the food trucks, although the ticket/entrance tent will remain at the entrance to the playground, east of the parking lot. Signs will be posted at the exit to the parking lot that no alcoholic beverages are to be taken outside the perimeter, and a large disposal barrel will be available there.

Infrastructure

SECT will be notified by Jim Barnes that we do not need a generator for the food trucks.

Additional solar path lights will be needed to illuminate the sidewalk from the Stage Entrance all the way to the Pool Entrance. It was also suggested to put path lighting on the sidewalk or rope lighting on the split rail fence in the Playground since attendees are sitting there and kids and parents are staying after it gets dark.

Temporary ADA parking will need to be added to the Pool lot to replace any spots lost in the Playground lot due to the presence of the food trucks.

Marketing

Park vinyls will be refreshed for 2025. Mission Road Banners will be refreshed in 2026.

Elissa will contact KCPT to reserve a spot in their Members Guide and also to arrange on air spots.

JD will keep an eye out for any special or discount pricing for on air spots on KCUR on the week leading up to JazzFest.

Volunteers

Joyce plans to email the existing volunteers list later this spring to ensure that it is up to date.

To reduce single use plastic water bottles, it was suggested that 5 gallon water coolers and compostable cups be provided at each entrance gate for volunteer use, rather than coolers with water bottles and ice.

City Committees/Exhibitor Tents

Johnson County Library will use a marketing tent.

The next JazzFest Committee meeting is scheduled for Tuesday April 22, 2025.

The meeting concluded at 6:25 p.m

Respectfully submitted: JD Kinney