



**SPECIAL EVENTS AND PARKS COMMISSON
PUBLIC WORKS FACILITY
TRAINING ROOM
1075 TAMARAC DR.
CARPENTERSVILLE, IL 60110**

AGENDA

Regular Meeting

6:30 p.m.

July 21st, 2021

- I. Call to Order**
- II. Roll Call**
Sara Miller ___ Don Cwynar ___ Stephanie Lussier-Harned ___
Jo Maniscalco ___ Alejandro Sanchez ___ Brenda Sandoval ___ Maria Vela ___
- III. Approval of May 19th, 2021 Special Events and Parks Commission Meeting Minutes**
- IV. Public Comment**
- V. Communication**
- VI. Presentations**
- VII. Budget**
- VIII. Old Business**
 - A. Fall Fest
- IX. New Business/Pending items to Discuss**
- X. Commission Member Report**
- XI. Staff Liaison Report**
- XII. Adjournment**

SPECIAL EVENTS AND PARKS COMMISSION
May 19th, 2021 REGULAR MEETING MINUTES

Meeting Date: May 19th, 2021
Meeting Time: 6:30pm

Call to Order: Chairperson Miller called the meeting to order at 6:35pm.

Roll Call: Those in attendance were Commission Members Chairperson Sara Miller, Stephanie Lussier-Harned, Jo Maniscalco, Alejandro Sanchez, Brenda Sandoval and Trustee Maria Vela. Also present were Trustee Jeff Frost, Community Development Director Ben Mason, & Public Works Direction Kevin Gray.

Approval of Minutes:

Approval of April 21st, 2021 Special Events and Parks Commission Meeting Minutes

Stephanie Lussier-Harned motioned to accept, Jo Maniscalco seconded, All others present were in favor. Motion approved.

Public Comment: None

Communication: None

Presentations: None

Budget: None

Old Business:

- Fall Fest – Chairperson Sara Miller opened Airtable and discussed updates.

Music and Sound:

Bad-Katz Sound – Yes; Sixes & Sevens – Yes; Chicago Loud 9 – Yes; Libido Funk Circus – Yes; Hi Infidelity – Yes; D300 Music – Jo Maniscalco contacted Jacob High School's Band.

Kid Zone: Funky Fab – Yes; Still waiting on information for Wings & Talons from Don Cwynar; Kiddie Train – Chairperson Miller called and waiting for a response; Magician – Jo Maniscalco will contact and get more information; Touch-A-Truck; Hayride; Pumpkin Painting.

Food/Drinks:

Ruthella's – Yes; Lions Club – Yes; Dukes BBQ – no response; Hey Brothers – no response; Northern Kane County Chamber – will contact Chairperson Miller to discuss further; Alejandra Sanchez stated that Brenda Sandoval heard back from The Little Red Donut Truck and they were interested; No Manches – Yes; La Illusions – Yes (street corn & tacos); Chairperson Miller reminded the Commission that they like to have a variety of food options and stated that Vendors should list what they plan to sell on their Vendor Application. The Commission reviewed possible vendors that could sell pizza/chicken fingers. Chairperson Miller stated all Vendors would have the option of selling pop & water. The Commission agreed that the price should be the same for pop & water at each vendor.

Discussion:

Chairperson Miller stated that there was an interest in Bingo. The Commission discussed whom to contact for more information. Trustee Vela said she would contact St. Monica's Church. Trustee Jeff Frost recommended contacting the VFW in West Dundee.

The Commission discussed ideas for promotional items such as T-Shirts, Mugs, Kids Cups, etc. Trustee Vela suggested contacting the company that makes the t-shirts for the Fire Department.

The Commission discussed promoting the event on social media. Chairperson Miller stated that she would reach out to Adam Parchert with H2O Church regarding Facebook.

Stephanie stated she would work on designing a flyer for the event. Alejandro stated that he would like to include things like a hashtag, snapchat filter, QR Code, etc.

Chairperson Miller stated that in past events Bad Katz provided an RV that was used as an area for the Bands and wanted to discuss the possibility of having something set up for them.

It was suggested to reach out the Dundee Township Park District to request use of a golf cart for the event.

Jo Maniscalco asked about security for the event. Kevin Gray stated that the Carpentersville Police Department would be present for the event.

Stephanie Lussier-Harned asked if anyone contacted Goebbert's regarding pumpkins. Chairperson Miller stated it was on her to do list.

Stephanie Lussier-Harned asked if masks would be required. Chairperson Miller stated that CDC guidelines would be followed for the event.

Alejandro Sanchez stated that he would reach out to photographers to take pictures at the event.

New Business/Pending items to Discuss: None

Commission Member Report: None

Staff Liaison Report: None

Adjournment:

As there was no further business, Chairperson Miller asked for a motion to adjourn the meeting, Alejandro Sanchez motioned, seconded by Stephanie Lussier-Harned. All concurred. Meeting adjourned at 8:00pm.