

**SPECIAL EVENTS AND PARKS COMMISSION  
SPECIAL MEETING MINUTES**

**Meeting Date:** August 31<sup>st</sup>, 2022  
**Meeting Time:** 6:30pm

**Call to Order:** Chairperson Miller called the meeting to order at 6:37pm.

**Roll Call:** Those in attendance were Commission Members Chairperson Sara Miller, Jo Maniscalco, Alejandro Sanchez & Brenda Sandoval. Also in attendance were Superintendent Mark Self & Michelle Clifton.

**Approval of Minutes:** None

**Public Comment:** None

**Communication:** None

**Presentations:** None

**Budget:** None

**Old Business:**

- Fall Fest – Chairperson Miller review all the information for Crafters, Community Booths, Vendors, & Entertainment. The Commission was informed of missing documents or payments that needed to be submitted. Brenda Sandoval stated that she created a volunteer signup page through signup.com and that the link has been posted on the Village’s website & Facebook. She stated that 18 volunteers have already signed up. Brenda Sandoval stated that she would like to have water & snacks available for volunteers. Brenda Sandoval asked Mark Self to provide any shirts & cups that were left over from last year. The Commission reviewed touch-a-truck. Chairperson Miller asked Mark Self to contact Groot. Jo Maniscalco asked if the 1936 Buick would be at the fest. Mark Self stated he would contact Humberto Garcia regarding bringing it to Fall Fest. Mark asked if they would be collecting donations for Fix the ‘36. Chairperson Miller stated a sign would be posted with the QR code to allow donations to be made. Chairperson Miller stated that she had 29 crafters that have already completed registration. She believes there could be up to 60. Chairperson Miller stated that Wings and Talons & the Magician would be located in the Kidzone. Mark Self inquired about the order from Goebbert’s for the pumpkins, corn stalks, etc. Chairperson Miller stated that she would contact them and forward the Mark Self the information. The Commission agreed it would be easier to discuss layout of the event during an onsite walk through and scheduled it for 9/14/22.

**New Business/Pending items to Discuss:**

**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, Brenda Sandoval motioned, seconded by Jo Maniscalco. All concurred. Meeting adjourned at 8:15pm.