



**PARKS AND SPECIAL EVENTS COMMISSION  
FEBRUARY 20, 2019 MEETING AGENDA**

Meeting Date: February 20, 2019  
 Meeting Time: 6:30pm  
 Meeting Location: Carpentersville Public Works Facility  
 1075 Tamarac Drive  
 Carpentersville, IL 60110

1. Call to Order
2. Roll Call: Miller\_\_\_ Cwynar\_\_\_ Carigan\_\_\_ Gingrich\_\_\_ Lussier-Harned\_\_\_ Soderstrom\_\_\_
3. Approval of January 24<sup>th</sup> 2019 "SPECIAL" Special Events and Parks Commission Meeting Minutes (attached)
4. Public Comment
5. Communication
  - None
6. Presentations
  - Civil War Reenactor Chuck Wozniak from Standford's Battery
7. Summer Events (discussion)

<b>Event Name</b>	<b>Day(s) of Event</b>	<b>Location</b>	<b>Point Person</b>
Easter Egg Hunt	TBD	Carpenter Park	Lussier-Harned / Staff
Arbor Day	Week of April 22 <sup>nd</sup> – 26 <sup>th</sup>	Carpenter Park	Cwynar / Staff
Cinco De Mayo	May 3 <sup>rd</sup> ,4 <sup>th</sup> ,5 <sup>th</sup>	Carpenter Park	
Flower Sale / Wine Tasting	May 18 <sup>th</sup>	Carpenter Park	Miller / Staff
Concert in the Park	June 7 <sup>th</sup>	Carpenter Park	DTPD
Concert in the Park	June 26 <sup>th</sup>	Carpenter Park	DTPD
Concert in the Park	June 29 <sup>th</sup>	M-dale Park	DTPD
Burger Fest	Aug. 2 <sup>nd</sup> ,3 <sup>rd</sup> ,4 <sup>th</sup>	Carpenter Park	Soderstrom / Staff
911 Remembrance Day	Sep. 11 <sup>th</sup>	Fire Station 1	Chiefs
El Grito	Sep. 14 <sup>th</sup> 15 <sup>th</sup>		Vela / Staff
Fall Fest	Sep. 28 <sup>th</sup>	Carpenter Park	Miller / Staff
Civil War Re-enactment ???	Oct. 4 <sup>th</sup> ,5 <sup>th</sup> ,6 <sup>th</sup>	Carpenter Park	Miller / Staff
Veterans Day	TBD	Vet. Garden	Carigan / Staff

8. Commission Member Report
9. Staff Liaison Report

Holiday Lighting Contest Advertising Report; 23 Village Signs, 3 Facebook, 3 Other, 1 Web Site  
 1 Virtual Back Pac.

10. Adjournment:

**THE NEXT REGULAR MEETING OF THE CARPENTERSVILLE PARKS AND SPECIAL EVENTS  
COMMISSION WILL BE HELD ON WEDNESDAY, MARCH 20<sup>TH</sup> 2019 AT 6:30 P.M.  
AT THE CARPENTERSVILLE PUBLIC WORKS BUILDING.**



**PARKS AND SPECIAL EVENTS COMMISSION  
JANUARY 24<sup>th</sup> 2019 SPECIAL MEETING MINUTES**

Meeting Date: January 24<sup>th</sup>, 2019  
Meeting Time: 6:30pm  
Carpentersville Public Works Facility  
1075 Tamarac Drive  
Carpentersville, IL 60110

1. Chairperson Miller called the meeting to order at 6:35pm. Commission members present were Miller, Cwynar, Carigan and Lussier-Harned. Others in attendance were Village Trustee's Vela, Frost and Malone, Staff Liaison Cole. President Skillman arrived at approximately 7:40
2. Approval of Minutes
  - Motion was made by Carigan and seconded by Cwynar to approve meeting minutes of November 15<sup>th</sup> 2018. Minutes were unanimously approved.
3. Public Comment:
  - There was none
4. Communication:
  - There was none
5. Presentations
  - There were none
6. Christmas Decorating Contest (lessons learned discussion)
  - Establish and keep rules consistent from year to year.
  - Re-evaluate categories
    1. Create a past winner category
    2. Winner eligibility from year to year
  - Cole will provide survey results related to:
    1. Number of contest notification signs posted
    2. How contestants became aware of contest.
  - Award presentation at first Village Board meeting in January 2020. This will provide staff more time to develop presentation
  - Start judging later in the month of December. This allows residents more time to complete their lighting display.
  - Provide more time for judging.
  - Link Facebook judging page to Village website
7. 2019 Special Events:
  - Dates were tentatively set for numerous Special Events.
  - Discussion related to combining Burgerfest & Rock the Fox took place.

- Commission was not in favor of hosting the Civil War re-enactment in August however were open to a later date possibly in October.
- Commission would like the re-enactment group Standford Battery to find ways to reduce the cost of the event.
- Below are events that were discussed

<b>Event Name</b>	<b>Day(s) of Event</b>	<b>Location</b>	<b>Point Person</b>
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Civil War Re-enactment ???	Oct. 4 <sup>th</sup> , 5 <sup>th</sup> , 6 <sup>th</sup>	Carpenter Park	Miller / Staff
Veterans Day	TBD	Vet. Garden	Carigan / Staff

8. Commission Member & Staff Liaison Report

9. Adjournment: