

## SPECIAL EVENTS AND PARKS COMMISSION SPECIAL MEETING MINUTES

**Meeting Date:** February 8th, 2023  
**Meeting Time:** 6:00pm

**Call to Order:** Chairperson Miller called the meeting to order at 6:05pm.

**Roll Call:** Those in attendance were Commission Members Chairperson Sara Miller, Stephanie Lussier, Jo Maniscalco, Alejandro Sanchez & Brenda Sandoval. Also, in attendance Director of Public Works and Engineering Kevin Gray, Community Engagement Officer Kara Burroughs, Business & Community Engagement Coordinator Greta Salamando & Public Works Administrative Assistant Michelle Clifton.

**Approval of Minutes:**

- Approval of the November 16<sup>th</sup>, 2022 Special Events and Parks Commission Regular Meeting Minutes. Stephanie Lussier motioned to accept, Brenda Sandoval seconded, all others present were in favor. Motion approved.

**Public Comment:** None

**Communication:** None

**Presentations:** None

**Budget:** None

**Old Business:**

- Winterville – Chairperson Miller stated a crafter showed up that was not registered for the event and had to be relocated. The commission discussed getting a Santa house donated. Chairperson Miller stated that she would contact Home Depot.
- Holiday Lighting Contest – Chairperson Miller stated that she would like to see if a local photographer would like to donate their time to take pictures of the houses registered for the contest next year. Alejandro Sanchez stated that he would ask the photographers.
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**New Business/Pending items to Discuss:**

- Dog Days of Summer – Stephanie Lussier stated that she would like to add more vendors. Officer Burroughs stated that the Police Department would like to be part of the event. She further stated that she could contact Dundee Animals Hospital, Forgotten Paws, etc. Chairperson Miller asked Officer Burroughs if a K9 could be at the event. Officer Burroughs stated that the new Carpentersville K9 handler and K9 would not be possible by the time of the event, but that she would reach out to the former K9 handler, Officer Caudle and check if the Elgin Dogs or TOPS would be available.
- Hispanic Heritage Event – The Commission discussed the name for the event. Officer Burroughs suggested CVille Fiesta. Alejandro Sanchez stated that he liked the direction they were moving in, but that the Commission would discuss it further and send the final name to Director Gray. Brenda Sandoval stated that the food vendors would like to sell their alcoholic specialty drinks and wanted to know what would be required to do so. Chairperson Miller stated she would get more information.
- Fall Fest – Chairperson Miller reviewed the bands and entertainment planned for the event.

**Commission Member Report:**

**Staff Liaison Report:**

**Adjournment:**

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