

SPECIAL EVENTS AND PARKS COMMISSION
February 17th, 2021 REGULAR MEETING MINUTES

Meeting Date: February 17th, 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, Don Cwynar, Stephanie Lussier-Harned, Jo Maniscalco, Alejandro Sanchez, and Brenda Sandoval

Approval of Minutes: January 20th, 2021 Special Events & Park Commission Special Meeting

- Stephanie Lussier- Harned motioned to accept, Brenda Sandoval seconded, Cwynar abstained, All others present were in favor. Motion approved.

Public Comment: None

Communication: None

Presentations: None

Budget:

Chairperson Miller reviewed the Special Events budget, she stated that nothing has changed since Director Gray's report at the January 2021 meeting; Original Budget \$40,000. Holiday Lighting Contest of \$3,050; Remaining amount of \$36,950. Jo Maniscalco asked if the gift card for participation was new this year. Chairperson Miller stated yes. Jo Maniscalco stated that comments on social media showed it was greatly appreciated.

Old Business:

- 2021 Holiday Event Schedule

Chairperson Sara Miller reviewed the 2021 tentative schedule. Chairperson Miller stated that she had a conversation with President John Skillman and Attorney Brad Stewart and per guidelines provided, we are currently at Tier 4, but need to be at Tier 5 to hold events. She stated that we can plan and approve a tentative calendar of events subject to change based on COVID-19 regulations.

Easter Egg Hunt discussion:

Chairperson Miller opened the discussion for the Easter Egg Hunt. Brenda Sandoval recommended a registration process to control the amount of attendees at the event. The Commission discussed keeping the attendance at 50 people at time. Chairperson Miller stated that and Easter Egg Hunt would be difficult to plan this year. Don Cwynar stated that he felt there were too many unknowns at this time. The Commission discussed the possibility of holding an Easter Drive By event in place of an Easter Egg Hunt. Chairperson Miller stated she would like to discuss what would be involved in the Drive By Event and present the idea. The Commission discussed registration, volunteers to stuff bags, Easter Bunny, photographer. Stephanie Lussier-Harned offered to arrange for the Easter Bunny's appearance. Alejandro Sanchez offered to follow up on a photographer(s). Jo Maniscalco asked if there was an age limit. Chairperson Miller stated up to 12 years old. Chairperson Miller stated that discussion would be tabled and a Special Meeting planned if the event was approved.

Arbor Day discussion:

Don Cwynar stated that annually Arbor Day is held in Carpenter Park. Parkview School is invited to the event. The Children help plant the tree, are given saplings and participate in a coloring contest. He further stated that holding the event is part of the Village being recognized as a Tree City USA recipient. Brenda Sandoval asked if other schools are invited to participate. Don Cwynar stated that Parkview is the only school invited due to their location to the park. Chairperson Miller stated that Arbor Day 2020 a tree was planted, but a full event was not held. Don Cwynar will notify the Commission once he knows more about the event for 2021.

New Business/Pending items to Discuss:

- Adoption Programs

Chairperson Miller gave a brief description of the Adoption Programs that involve Village parks. Alejandro Sanchez asked for the names of the Village parks. Don Cwynar listed the five parks that are maintained by the Village, Carpenter Park, Triangle Park, Jack Hill Park, McNamee Park, and Keith Andres Park. Chairperson Miller gave a brief description of the Adoption programs, which are Veteran Garden Bricks, Tree Memorial, and Adopt-A-Park. Discussion table to next meeting when Director Gray can be present.

Commission Member Report:

Don Cwynar inquired if a grill could be installed at McNamee Park.

Staff Liaison Report:

Adjournment:

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