

**Village of Downers Grove  
Community Events Commission  
Committee Room  
Downers Grove Village Hall  
June 14, 2018**

**PRESENT: Mr. Dave Humphreys, Mr. Mike Kubes, Mr. Scott Jacaway, Ms. Andrea Knudsen, Mr. John Aguzino, Ms. Linda Kunze**

**STAFF: Ms. Jenny Rizzo, Mr. Daniel Carlsen**

**ABSENT: Mr. Mike Baker, Ms. Susan Carroll, Ms. Nicole Szydowski**

**GUESTS: None**

Mr. Humphreys called the meeting to order at 5:31pm and noted who was in attendance.

**I. APPROVAL OF APRIL 12, 2018, MEETING MINUTES**

Mr. Humphreys made a motion to approve the minutes. The motion was seconded by Ms. Knudsen and the minutes were approved unanimously.

**II. PUBLIC COMMENT**

None

**III. DIRECTOR'S REPORT**

Ms. Rizzo began by discussing the upcoming Fourth of July Parade. Ms. Rizzo stated that the volunteers and parade entries are all coming together and will be ready for the parade. Mr. Aguzino asked what the protocol should be if any of the parade applicants bring signs or pictures that could possibly be inappropriate for the parade. Mr. Humphreys stated that the Villages legal team should be consulted to determine if this is a freedom of speech issue. Ms. Rizzo stated that she would further research the matter. Mr. Aguzino asked that the issue be resolved before the day of the parade so that there are no complications on the day of the parade. Mr. Kubes suggested to send a letter to any parade applicant, and ask what each group is bringing. Ms. Rizzo stated she would follow up with the Village's legal department so that all legal parameters are followed. Mr. Humphreys stated that the planning group should try to communicate and work with any groups before the parade, and that the Village should designate Village staff to decide what decisions should be made. Mr. Jacaway reiterated that the Village should be designate a staff member to make these decisions, and that this problem has occurred in previous Fourth of July Parades. Mr. Humphreys stated that they will leave it to Village staff and the Village's legal department to give volunteers direction, and to have a Village staff member to enforce rules if needed. Mr. Kubes suggested that a process should be in place going into next year's parade so that all parties involved have an understanding of what is accepted, and who to talk to if enforcement is needed.

Mr. Aguzino suggested that volunteers should rotate section shifts so that volunteers can gain a better understanding of the entire parade, which would assist them in their volunteer efforts. Ms. Rizzo approved of the idea and described the various changes to certain sections of the parade. Mr. Jacaway asked if the parade still started at 1:00pm, and Ms. Rizzo confirmed. Ms. Rizzo stated that participants are supposed to be on premise at 11:45, but participants who also participated in the Hinsdale parade may come earlier. Mr. Jacaway asked if the volunteers could receive a setup schedule for the street closure plans, since many volunteers are asked to direct traffic in certain areas, and it would benefit the volunteers to understand the traffic changes in their entirety. In previous years there has been a disconnect amongst the planning groups since certain aspects of the parade are planned separately, and having all parties on the same page will assist the entire group.

**IV. NEW BUSINESS**

**A. Downtown Downers Grove Sidewalk Sale**

Ms. Linda Kunze stated that the sidewalk sale will take place in the Downers Grove Downtown Business District from July 27 through July 29. The sale starts at 10:00am, and there will not be a sidewalk sale on Sunday. There are no discernable changes from last year's sidewalk sale. The Fire Department does a walkthrough to make sure that there are no fire hazards in the public right-of-way. Mr. Jacaway made a motion to approve the application, Mr. Kubes seconded the motion. The motion was approved unanimously.

**B. Downers Grove Park District – Miler and Harvest Festival**

The Park District was not present for the meeting, therefore the Harvest Festival will be discussed during the August meeting.

**V. OLD BUSINESS**

None

**VI. ADJOURNMENT**

Mr. Jacaway made a motion to adjourn the meeting. Mr. Kubes seconded the motion and the motion was approved unanimously. Meeting was adjourned at 6:23pm.