

**Village of Downers Grove  
Community Events Commission  
Committee Room  
Downers Grove Village Hall  
August 10, 2017**

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

**STAFF:** Ms. Mary Pratt, Mr. Daniel Carlsen

**ABSENT:** Mr. Dave Humphreys, Ms. Susan Carroll

**GUESTS:** None

Ms. Pratt called the meeting to order at 5:35 p.m. and noted who was in attendance.

**I. APPROVAL OF MAY 11, 2017 MEETING MINUTES**

Mr. Kubes moved to approve the minutes, the motion was seconded by Ms. Knudsen. Minutes were approved unanimously.

**II. PUBLIC COMMENT**

None

**III. DIRECTOR'S REPORT**

Ms. Pratt started with the review of the two community events that have been held since the last meeting: The Fourth of July Parade and GroveFest. In respect to Grove Fest, there was some issues with the street closing at the start of the event and the street cleanup at the end of the event. Increased security measures were implemented to ensure that the event operated in a safe environment. Ms. Pratt is working on setting up a meeting to review the event with the GroveFest planning team to see if they can come up with solutions. Mr. Kubes stated that he heard from residents that food vendors seemed low compared to previous years. Ms. Pratt noted that they had full food vendor capacity, but they are looking to still expand on that for future events. Construction in the downtown area did not affect parking or event operations. Ms. Pratt went on to say that fees will be included in future event contracts to ensure that event closure and removal of all equipment is completed on time, and traffic can operate without impediments.

Ms. Pratt then opened up discussion to review the Fourth of July Parade. The parade was a larger event than usual and the setup and execution was generally successful. Mr. Jacaway noted that the southbound lane of Highland at Grant was accidentally barricaded, forcing eastbound traffic to turn right into the Parade participant dropoff lane. Ms. Pratt will work with the Police Department to rectify the situation. Mr. Aguzino stated that it would benefit the volunteers to have a "popup tent" for volunteers to rest and have refreshments throughout the day. Mr. Jacaway said utilizing the golf carts to lead cars to the parade sections will help movement of traffic. Ms. Knudsen observed that children were still going into the street to pick up candy, a practice that the event planners worked to avoid. Mr. Kubes noted that the tradition of throwing candy has been going on for 50 years, making it difficult to establish a change. Ms. Pratt met with members in the parade prior to the event to instruct them to walk along the curbs to hand candy to children on the sidewalk. The goal will be to give multiple reminders to members of the parade to make sure all members of the parade know the rules and safety regulations, and it will be discussed for the next Fourth of July Parade. Ms. Szydowski suggested that volunteers should be assigned to walk the parade route to determine if members of the parade violate any safety protocols for the parade. Mr. Jacaway suggested to improve communications to parade attendees so the public is aware of safety regulations. Ms. Szydowski asked how frequent groups do not show up to the event, and said she observed some groups going into the wrong sections of the parade. Ms. Pratt said that if groups are out of order, volunteers should let them know that the event is organized and staged according to each group's number, and any changes could disrupt the overall organization of the parade. The absence of a performer in the parade was due to a parade member becoming sick and a parade car breaking down. Overall, no negative feedback heard from the Community Events Committee.

#### **IV. NEW BUSINESS**

One application is being presented at tonight's Community Events Commission. The item being presented on the agenda is the Downtown Management Fine Art Festival to be held on September 9<sup>th</sup> and 10<sup>th</sup> of 2017. The Festival is opened from 10:00am to 5:00pm on both days. This is an annual event.

##### **A. Downtown Management Fine Art Festival**

Ms. Pratt stated that the Festival will have vendors at Main and Curtiss going south to Grove Street. The setup and implementation of the Fine Art Festival will be similar to previous years, except the setup will now be done on Saturday morning instead of Friday night to mitigate impact to Friday night events in Downers Grove. Ms. Kunze has been working with Downers Grove Public Works to ensure the setup is taken care of. Mr. Jacaway stated that seating was a problem in previous years, and questioned whether anything has been done to address that. Ms. Kunze stated that more seating areas have been added to accommodate the need. Mr. Jacaway made a motion to approve the motion as presented. Mr. Kubes seconded the motion. The motion was approved unanimously.

##### **B. Upcoming Community Events Commission Meeting**

The plan will be to meet in October to review the events that have occurred and to focus attention on upcoming winter events.

#### **V. OLD BUSINESS**

None

#### **VI. ADJOURNMENT**

Mr. Jacaway made a motion to adjourn, Ms. Knudsen seconded the motion. Motion to adjourn unanimously approved, meeting adjourned the meeting at 6:24 p.m.