

**Village of Downers Grove  
Community Events Commission  
Committee Room  
Downers Grove Village Hall  
August 9, 2018**

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

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

**ABSENT: Ms. Andrea Knudsen, Ms. Susan Carroll**

**GUESTS: Ms. Michelle Varys, Downers Grove Park District**

**I. APPROVAL OF June 14, 2018 MINUTES**

**A.** Mr. Kubes made a motion to approve the minutes. Mr. Aguzino seconded the motion. The minutes were approved unanimously as presented.

**II. PUBLIC COMMENT**

None

**III. NEW BUSINESS**

**A. Harvest Fest**

Ms. Michelle Varys from the Downers Grove Park District came to the meeting to discuss the Park District's Harvest Fest event that is scheduled to take place on September 20. There will be a five mile and an eight mile race that will start at the Lincoln Center and end at Fischel Park. The event will host several food trucks for fest attendees. There will be no chili cook off this year due to the amount of effort it takes to clean up after the event. The child location has changed to be closer to the northwest corner. The map has been updated and will be sent to Ms. Rizzo for review. There will be four bands playing at the event, as well as a pie eating contest. The race has been moved up to 7:30am and participants will be allowed a maximum of two hours to complete the race. 70 volunteers will be on hand to assist with the event. Two written notices will be sent to residents that will be impacted by the race. Mr. Jacaway asked how many people participated in last year's race. Ms. Varys stated that there was 146, but it competed with another event, the color run. Ms. Varys also stated that they may disband the running portion of the event due to the cost and competing with similar events around the area. Mr. Jacaway, stated that it takes a couple of years to establish a race, and encouraged the Park District to continue their efforts. Mr. Jacaway also asked if the participants of the race are encouraged to go to the Harvest Fest. Ms. Varys responded that last year, the participants were funneled into the park, and this year participants will get a free beer ticket with their racing bib. Ms. Szydlowski asked if the race allows children to participate in the event. Ms. Varys stated that children are allowed and there will be early advertising for the event at schools in Downers Grove. Mr. Kubes asked why the Park District decided on a five mile and eight mile run instead of a 5K or 10K run. Ms. Varys responded that runners were positive about this distance so they continued with that distance. Ms. Varys also stated that implementing an obstacle race in future events to attract more participants. Mr. Kubes and Ms. Szydlowski stated that fun runs, the Toughmudder and Spartan Race are all examples of successful obstacle course type races. Mr. Humphreys stated that this idea would need a different setup, since the entire event would need to be self-enclosed. Ms. Szydlowski suggested not to replace the runs with an obstacle course type race, but to allow it as an option. Ms. Szydlowski made a motion to recommend manager approval of the Harvest Fest. Mr. Kubes seconded the motion. The motion was approved unanimously.

**B. Fine Arts Festival**

Ms. Kunze discussed the upcoming Fine Arts Festival. The event will take place on September 8 and 9, from 10:00am – 5:00pm. The event is scheduled to be similar to the previous Fine Arts Festivals of the past, but similar to last year, the vendors will come on Thursday at 5:30 am to check-in. There will be musicians on hand to play at the event, but not too loud, so that artists can communicate with patrons. Mr. Kubes asked if there is a map of the event and if Curtiss Street and Grove Street will be open. Ms. Kunze responded that Curtiss Street will be open, and Grove Street will be open to south

Main Street. Mr. Humphreys asked if there is any negative business impact by hosting this event. Ms. Kunze stated that there has been no complaints, and participants tend to visit the businesses after the festival. Mr. Aguzino made a motion to recommend manager approval of the Fine Arts Festival. Mr. Kubes seconded the motion. The motion was approved unanimously.

#### **IV. DIRECTOR'S REPORT**

##### **A. Fourth of July Parade**

Ms. Rizzo stated that there was positive feedback from both residents and staff about the event. Mr. Jacaway observed that the event ran smoothly. There were some small "hiccups" for traffic direction near Highland Avenue, but the Sherman closure helped minimize the impact. The intersection of Main and Ogden were accidentally open, and Mr. Jacaway suggested that there should be a collective plan put together by the volunteers, Police Department and Public Works so that everyone is on the same page the day of the event. There was an issue with cars parking on Highland Avenue, which caused a domino effect as cars lined up to drop off participants in the designated drop off zone. A Police Department sweep of Highland might deter people from parking on this street in the future. Ms. Szydlowski suggested to cone off the lane for the drop off zone to ensure that participants can be dropped off in a safe, efficient manner. Mr. Jacaway suggested to fabricate signs for the event to reduce cone volume. Mr. Aguzino suggested that the instructions for the check-in list should be printed in larger font so that the information is easily discernable. Mr. Humphreys stated that he heard positive feedback about the parade, and enjoyed the change of pace in terms of the parade lineup. Ms. Kunze echoed the sentiment. Mr. Kubes asked what the turnout was for the preparation meeting that participants were invited to. Ms. Rizzo stated there was minimal turnout but she emailed the participants the rules to remind participants of what is and is not acceptable in the parade. The issue with participants throwing candy to parade attendees remained the same. Mr. Humphreys commented that the event was very well planned. Ms. Rizzo stated that there was a shortage in staffing this year, and could use more volunteers in next year's event to ensure the event runs smoothly.

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

None

#### **VI. ADJOURNMENT**

Mr. Jacaway made a motion to adjourn the meeting. Mr. Aguzino seconded the motion. The motion was approved unanimously. The meeting was adjourned at 6:26 p.m.