

**Village of Downers Grove
Community Events Commission
Committee Room
Downers Grove Village Hall
January 19, 2017**

PRESENT: Mr. Dave Humphreys, Mr. Mike Kubes, Ms. Andrea Knudsen, Mr. Scott Jacaway (via telephone), Ms. Linda Kunze

STAFF: Ms. Mary Pratt, Ms. Marcia Schirdewahn

ABSENT: Ms. Susan Carroll, Ms. AnnMarie Williams,

GUESTS: Barb Taylor, YMCA; Jay Turner, YMCA; Liz O'Toole, Education Foundation; Troy Johnson, Education Foundation; Pat Putra, District 58

Mr. Humphreys called the meeting to order at 5:37 p.m. and explained the recent changes to the Community Events Commission (CEC). The Village Council updated Section 2.77 of the code to reflect the current role of the CEC. The biggest change is a Village Council Commissioner is no longer required to chair this commission. Mr. Humphreys was appointed chairman by the Mayor.

I. APPROVAL OF SEPTEMBER 22, 2016, MEETING MINUTES

The minutes from the September 22, 2016, meeting were approved unanimously.

II. PUBLIC COMMENT

None

III. DIRECTOR'S REPORT

Ms. Pratt reported on the request to hold a bike race. Unfortunately, the committee that was trying to hold the bike race here did not get their primary sponsor. They had been hoping to hold a one day race in early June. They will try again for next summer.

IV. NEW BUSINESS

A. Downtown Management Ice Sculpture Festival Temporary Use Application

Ms. Kunze gave a brief description of the Ice Festival to be held February 10-12, 2017. It will be similar to last year's festival with ice carving demonstrations on Friday, Saturday, and Sunday. Ronald McDonald will perform on Sunday. New this year will be a costumed Ice Queen and Ice Princess on Sunday. They have 36 ice carvings planned for this year. Ms. Pratt asked that any entertainment be included on next year's application. Ms. Knudsen moved to recommend approval of the Ice Sculpture Festival as presented. Mr. Kubes seconded and the motion passed unanimously.

B. District 58 Foundation Oktoberfest Temporary Use Application

Ms. O'Toole introduced Troy Johnson and Pat Putra and explained each of their roles in Oktoberfest. She also said Shaun Black is in charge of the food part of the event. This will be the 3rd Annual Oktoberfest. Ms. O'Toole mentioned the learning curve that they have gone through associated with putting on an event like Oktoberfest. The use of Forest Lot North worked extremely well last year. There was some miscommunication with the cleanup crew and tent company last year. They are looking for a new vendor and will let Ms. Pratt know which company they secure. It will be held September 16 and 17, 2017. Mr. Kubes asked if the construction at Burlington and Forest would be a problem for the event. Ms. O'Toole explained the logistics and did not think the construction would be a problem. Questions were raised about pedestrians crossing the railroad tracks. Ms. O'Toole said they had one police officer near the Main Street tracks and that the ticket sellers faced the tracks and

could see potential problems if they came up. Mr. Kubes moved to recommend approval of the application with the final changes. Ms. Knudsen seconded and the motion passed unanimously.

C. YMCA Farmers' Market Temporary Use Application

Ms. Taylor asked for a slight change in the application. They would like to change the dates of the market from May 6 – October 14 to May 13 – October 21. Commissioners saw no problem with the date change. Ms. Pratt asked if the event planners know in advance of any dates when the market would be in a different location, i.e., GroveFest, that they include those dates in the application next year. Ms. Taylor provided some information they gained from a survey they conducted last year. They are looking for an organic vendor. They would also like to see if more social areas could be incorporated. Most people who shop at the market are from Downers Grove and feel the prices are fair. Ms. Knudsen moved to recommend approval of the application with amended dates. Mr. Kubes seconded and the motion passed unanimously.

V. OLD BUSINESS

A. July 4 Activities

Ms. Pratt advised the 2017 Village budget includes \$10,000 for the parade entertainment. Ms. Pratt is excited to be able to afford more bands. She has already contacted Hinsdale to see if they are willing to work together on bands to get a better price. Mr. Humphreys said he would get information on an outstanding drum corps that he know of. It was suggested to look into getting the Naval Band.

Ms. Pratt suggested asking the Village Communication Department for help in marketing the parade to try and get more community groups to participate. The churches are usually represented. The CEC would like to see more neighborhoods participate. A banner at Ice Sculpture Festival was suggested. The idea to sponsor an ice sculpture with parade applications available would be looked into by Ms. Pratt.

Crowd control was a big problem last year. Safety is a number one concern. People, especially children, should not be running into the street during the parade. Several ideas were discussed on how to distribute candy. The rules now say that parade participants may not throw candy. However, children still run out to meet the person handing out candy, or run out to pick up dropped candy. More volunteers along the route might help. High school service groups might be enlisted. Someone mentioned that some of the people were not even listening to the police officers when told to stay out of the street. A suggestion was made to have participating groups who wish to distribute candy have a cart or wagon with supplies that is pulled along the curb side of the street. Each group would have to have two carts, one on each side of the street. It was suggested to promote “parade etiquette and safety” through social media and the Village website and publications. Ms. Pratt advised she would work with the Village’s Communication Department and come up with a timeline /marketing plan.

VI. ADJOURNMENT

The next meeting of the Community Events Commission was tentatively set for March 2, 2017. Ms. Kunze said she might have the Friday Night Car Show application ready for that meeting. She is working on possible changes to the Car Show. Mr. Humphreys adjourned the meeting at 6:55 p.m.