



## SPECIAL EVENTS COMMITTEE

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### SPECIAL EVENTS COMMITTEE MINUTES

Committee Date: May 5, 2022  
Present: Mayor Pulice, Alderman R. Messina, Treasurer Porch,  
Alderman A. Woods  
Absent:  
Also Present: Janelle Silva  
Meeting Convened at: 6:02 p.m.

#### **APPROVAL OF THE MINUTES:**

April 7, 2022

#### **DISCUSSION:**

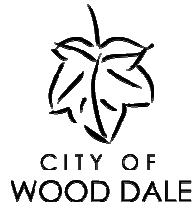
The committee discussed the status of the Memorial Day parade. Alderman Woods discussed challenges to reach VFW Commander Rich Williams, regarding collaboration for the Memorial Day luncheon and support from the Lions Club.

The committee discussed Prairie Fest. Janelle offered three options for drink tickets to choose from. The Committee wanted to confirm whether there would be different drink tickets for each night of the event. The Committee selected the ticket that is yellow and looks like a beer glass. The Committee discussed bracelets showing proof of age and asked if they would be different colors each night. Janelle to confirm with Brad from the Finance Department.

Janelle presented a request from a potential Prairie Fest vendor for a reduced vendor fee. This was denied. We discussed the challenges that Food Vendors are facing and that there have been few applications received.

The committee discussed the Prairie Fest Resident Appreciation night and Volunteer vouchers at the \$5 offering. Discussion to increase the rate to match inflation took place. Members questioned whether the cost for food vendors will increase as well. It was suggested to increase the vouchers from \$5 to \$7. This would need to be presented to the Council for approval. Janelle to get numbers of redeemed vouchers from the Finance Department to estimate the cost increase and whether the Prairie Fest budget could support the increase.

Janelle presented a couple of quotes to the committee with special event signage options. Two vendors quoted and one provided a mockup of the signage. The Committee requested that both vendors provide a mockup. The Committee



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discussed the four locations that this signage would be placed at for display. Janelle suggested based on the cost to consider ordering only one to test out for the first year. Alderman Woods suggested that we would assess any changes needed for the next season. It was decided that it is more important to promote the events widely. These semi-permanent signs with interchangeable bottom sections, would need to be presented to the Council for approval.

A motion was made by Mayor Pulice and seconded by Alderman Woods adjourn.

Ayes: Alderman R. Messina, Mayor Pulice, Treasurer Porch

Nays: None

Whereupon Mayor Pulice declared the motion carried and the meeting was adjourned at 7 p.m.



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### **ADJOURNMENT:**

On a motion by Treasurer Porch, seconded by Alderman Messina to adjourn the Special Events Committee Meeting of July 13, 2020. When the question was put, a voice vote was taken with the following results:

Ayes: Alderman R. Messina, Mayor Pulice, Treasurer Porch

Nays: None

Abstain: Alderman Woods

Whereupon Mayor Pulice declared the motion carried and the meeting adjourned at 5:24 p.m.