



# Village of Hanover Park Administration

**Municipal Building**  
2121 West Lake Street, Hanover Park, IL 60133  
630-823-5600 tel 630-823-5786 fax

[hpi.org](http://hpi.org)

**Village President**  
Rodney S. Craig

**Village Clerk**  
Eira Corral Sepúlveda

**Trustees**  
James Kemper  
Jon Kunkel  
Herb Porter  
Bob Prigge  
Rick Roberts  
Sharmin Shahjahan

**Village Manager**  
Juliana A. Maller

## **SPECIAL EVENTS COMMITTEE** Hanover Park Village Hall, 2121 Lake Street, Room 212

**Wednesday, May 1, 2019**  
**11:30 a.m.**

### **Agenda**

1. **CALL TO ORDER – ROLL CALL-**
2. **ACCEPTANCE OF AGENDA**
3. **PRESENTATIONS/REPORTS-**
4. **APPROVAL OF MINUTES-**  
4a. April 3, 2019
5. **ACTION ITEMS-**
6. **TOWNHALL SESSION-**
7. **NEW BUSINESS**
8. **OLD BUSINESS**  
8a. Movie in the Park  
8b. Wednesday Night Live!  
8c. Corks & Crafts
9. **ADJOURNMENT**



# Village of Hanover Park Administration

Municipal Building  
2121 West Lake Street, Hanover Park, IL 60133  
630-823-5600 tel 630-823-5786 fax

hpi.org

Village President  
Rodney S. Craig

Village Clerk  
Eira Corral Sepúlveda

Trustees  
James Kemper  
Jon Kunkel  
Herb Porter  
Bob Prigge  
Rick Roberts  
Sharmin Shahjahan

Village Manager  
Juliana A. Mallier

## SPECIAL EVENTS COMMITTEE

Hanover Park Village Hall, 2121 Lake Street, Room 212

Wednesday, April 3, 2019

11:30 a.m.

### MINUTES

1. **CALL TO ORDER – ROLL CALL-** *The meeting was called to order at 1134am. Present: Trustee Porter, Trustee Shahjahan, Sherry Craig, Laura Riley. Absent: Mary Kay Prusnick. Attending the meeting were Tricia Rossi, Officer Pini, Officer Garcia, Lt. McClaughry*
2. **ACCEPTANCE OF AGENDA-** *A motion to accept the agenda was made by Trustee Shahjahan and seconded by Sherry Craig. All were in favor.*
3. **PRESENTATIONS/REPORTS-** **DVM Webb has a report on the approval of minutes-** *DVM Webb read a letter from the Village's Attorney, Bernie Paul, regarding the approval of minutes and outlining how members of the committee can vote following missing a meeting.*
4. **APPROVAL OF MINUTES-**
  - 4a. **December 5, 2018 (MKP,SS,HP,SC)** *A motion to approve the minutes of December 5<sup>th</sup> was made by Sherry Craig and seconded by Trustee Shahjahan. All were in favor. Motion passed.*
  - 4b. **January 9, 2019 (SS,LR,MKP)-** *A motion to approve the minutes of January 9<sup>th</sup> was made by Laura Reilly and seconded by Trustee Shahjahan. All were in favor except Sherry Craig who abstained. Motion passed.*
  - 4c. **March 6, 2019 (HP, LR, MKP)-** *A motion to approve the minutes of March 6<sup>th</sup> was made by Trustee Shahjahan and seconded by Laura Reilly. All were in favor except Sherry Craig who abstained. Motion passed.*
5. **ACTION ITEMS-** *There were no action items.*
6. **TOWNHALL SESSION-** *There was no one for townhall session.*
7. **NEW BUSINESS-** *Trustee Porter asked for discussion on a request from Mayor Craig*

*on the process for having Food Trucks at the Saturday Cruise Night event which is taking place at the west parking lot of the Metra Station. Discussion was had on the issue. The discussion was for the food truck vendor to follow the standard procedure through the Village Clerk's Office for obtaining a food sales permit and following the inspection process. If the event organizers wish to have the permit fees waived, they could request a waiver of the fees from the Village Board.*

**8. OLD BUSINESS**

**8a. Movie in the Park**

- **Selection of Movies of 3<sup>rd</sup> Movie/backup movie(s)-** *Discussion was had the choice for the third movie. After discussion, a motion was to have the How to Train My Dragon: The Hidden World as the first choice and Ralph Breaks the Internet as the second choice, was made by Sherry Craig and seconded by Laura Reilly. All were in favor. Motion passed.*
- **Popcorn- Tricia Rossi-** *Tricia Rossi presented the option of Sweet T's kettle corn as the food vendor for the June and August Movie in the Park. She relayed the popcorn was tested at the police department and was very well received. A motion was made to make Sweet T's the food vendor for the June and August Movies in the Park by Sherry Craig and seconded by Trustee Shahjahan. All were in favor. Motion passed. Tricia also asked the committee about having the Hanover Park Park District return to run games and sell glow sticks. Trustee Porter made a motion to have the Hanover Park Park District provide games and sell glow sticks which was seconded by Laura Reilly. All were in favor. Motion passed.*

**8b. Summer Concert Series-** *DVM Webb stated that 3 of the 4 bands were booked and the 4<sup>th</sup> was being confirmed later in the day. Lt. McClaghry went over the initial traffic and parking plan for the event. It was also discussed that the food vendor for the Movies in the Park could possibly be used for the concerts. Discussion was had on getting additional lighting and notifying residents adjacent to the Pavilion about the concerts.*

**8c. Corks & Crafts-** *DVM Webb stated the planning was going well. Trustee Shahjahan inquired about vendor fees and it was related that the tent fee would be free for early signup however a \$25 fee would be charged after a certain date. All the bands and Paint & Sip vendor are secured and there are several pending contracts out to food vendors.*

- **MWRD-** *DVM Webb stated that he was still working on finalizing the agreement with the MWRD to hold the event.*

**8d. Other old business-** *No other old business*

**9. ADJOURNMENT-** *A motion to adjourn was made by Trustee Shahjahan and seconded by Sherry Craig. All were in favor. Motion passed. Meeting adjourned.*