



Village of Hanover Park Administration

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

hpiil.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

VILLAGE OF HANOVER PARK **PUBLIC NOTICE OF SPECIAL MEETING OF THE VILLAGE BOARD**

Public Notice is hereby given pursuant to the Open Meetings Act - Illinois Compiled Statutes, Chapter 5, Act 120, Section 1.01 (5 ILCS 120/1.01 et seq.) that the

Village Board of the Village of Hanover Park

(Name of public body)

HAS SCHEDULED A SPECIAL MEETING FOR *September 6, 2018* AT 5:30 p.m. AT THE

Hanover Park Village Hall, Room 214, 2121 W. Lake St., Hanover Park, IL

(Location)

Agenda Attached

Posted on : _____

(Date)

By _____

Eira L Corral Sepúlveda

Eira L. Corral Sepúlveda, Village Clerk



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VILLAGE OF HANOVER PARK

VILLAGE BOARD

SPECIAL BOARD WORKSHOP

Hanover Park Village Hall, 2121 Lake Street, Room 214

Thursday, September 6, 2018

5:30 p.m.

AGENDA

- 1. CALL TO ORDER – ROLL CALL**
- 2. ACCEPTANCE OF AGENDA**
- 3. DISCUSSION ITEMS**
 - a. Special Events
- 4. ADJOURNMENT**



Hanover Park^{USA}

AGENDA MEMORANDUM

TO: Village President and Board of Trustees

FROM: Juliana A. Maller, Village Manager
David Webb, Deputy Village Manager

SUBJECT: Special Events for FY'19

ACTION

REQUESTED: Approval Concurrence Discussion Information

RECOMMENDED FOR CONSENT AGENDA: Yes No

MEETING DATE: September 6, 2018 – Board Workshop

Executive Summary

The Village holds several special events on an annual basis. In 2018, additional special events were added to celebrate the Village's 60th Anniversary. Staff is requesting the Village President and Board of Trustees review the Special Events and provide guidance on events that should be considered as part of the FY'19 Budget.

Discussion

Attached you will find a Special Event listing which includes all Village events. Included on the list is whether the event was held in FY'18, as well as staff's recommendation for FY'19. The list includes 23+ special events moving forward.

FY'18 included additional 60th Anniversary Signature Events such as Movies in the Park, Family Fest, Pedal the Preserve and Corks & Crafts. Staff has reviewed and evaluated the FY'18 Special Events and developed the attached recommendation. Staff also found some to be similar in nature or complimentary to one another and has recommended that some be combined into one event.

Recommended Action

Review staff's special event recommendations and provide direction to staff.

Attachments: Special Event Staff Recommendation

Budgeted Item:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Budgeted Amount:	\$ 0	
Actual Cost:	\$ N/A	
Account Number:	N/A	

Agreement Name: _____

Executed By: _____

Special Event Staff Recommendation

	Event Name	Date	FY'18 Held	FY'19 Recommended	Notes
1	STAARS	Monthly	X	X	Held each month.
2	State of the Village	January	X	X	
3	Awards Recognition Event	February	X	X	Change to an Awards Presentation at Village Hall in FY'19, along with unveiling.
4	Business After Hours	February	X	X	
5	Black History Month (Sister Cities)	February	X	X	Paid for by contributions from Friends of Cape Coast in the past.
6	Kids at Hope Resource Fair	April	X	X	Combine the FD Health & Resource Fair with this event in FY'19.
7	Arbor Day Celebration	April	X	X	
8	FD Health & Resource Fair	May	X		Combine with Kids at Hope Resource Fair.
9	Market at the Metra (Spring)	May	X	X	Reduce to one event in May. No event in September.
10	Memorial Day Event	May	X	X	
11	Touch a Truck	June	X		Combine with Car Show event
12	Movies in the Park	June & July	X	X	
13	Pedal the Preserve	June	X		Very low attendance
14	Apiary Open House	June	X	X	
15	Play Ball Game	July	X		
16	Drain Stenciling	July	X	X	Need to complete – goes towards NPDES Permit
17	Car Show	August	X	X	Now combined with Touch a Truck
18	Cops Day Picnic/ Movie in the Park	August	X	X	Do not hold in conjunction with Family Fest in FY'19. Stand-alone event.
19	Family Fest	August	X	?	Funding amount would need to be same level as FY'18. Additionally, reduce number of hours.
20	Local Business Expo	August	X	X	Combine with another event

21	9/11 Remembrance	September	X		Only hold in anniversary years (ex. 5-year or 10-year anniversary, etc.). Next 2021.
22	Market at the Metra (Fall)	September	X		No longer hold in September. Only in May.
23	Recycling Event	September	X	X	
24	Corks & Crafts	September	X	?	
25	FD Open House	October	X	X	
26	DuPage River Sweep	October	X	X	
27	FD Halloween Drive Around	October	X	X	
28	Veterans Day Event	November	X	X	
29	Tree Lighting Event	December	X	X	Entertainment should change.
30	Parades <ul style="list-style-type: none"> • St. Ansgar • Schaumburg • Streamwood • Hoffman Estates 		X X X X	X	Recommend St. Ansgar and on other parade.

Note...it is recommended that the weekly Cruise Nights continue and that parade participation be reduced