

City of Sunbury  
Events and Commemorations Committee Meeting Minutes  
May 24, 2023, at 3:30 PM

**Call to Order**

Cindi Cooper called the Events and Commemorations Committee (“Committee”) meeting to order at 3:30 pm in the Council Chambers.

**Roll Call**

Those answering roll: Cindi Cooper, Dave Martin, and Murray Neff. Others in attendance included City Administrator Daryl Hennessy.

**Approval of the Minutes**

Mr. Martin moved approval of the April 26, 2023, meeting minutes. The motion was seconded by Mr. Neff. Upon roll 3 yeas, minutes approved.

**New Business**

Mr. Hennessy advised we have received the application from the Chamber and are awaiting the application from the Civic Association for the Independence Day Celebration.

Mrs. Crawford from the Chamber went over the information for the Independence Day Celebration that was submitted by her organization. She also expressed her concerns about the electricity on the Square.

Jordan Kosinski from Grace Church of Sunbury went over his proposed request to host a Family Fest on The Square with the Committee. Mr. Hennessy let the Committee know that there was just an issue about the closure of the street. Discussion took place about the food trucks serving from the curb, and if that was a possibility. Mr. Kosinski committed to serving food from the curb so as to avoid the need to shut down any streets.

Mr. Bennett updated the Committee on the power on the Square. He went over the repairs that have been completed, noting the only addition we are awaiting is the power station located at the gazebo. Food trucks will be able to directly plug into the new power stations. He went over some preliminary instructions for accessing power on the Square that should be given to event organizers and food truck participants.

Mr. Hennessy went over the Special Event Permit – Fees, and the questions that have come up about non-profit organizations that do a lot for the community, and if we would want to take into consideration waiving the fees for the applications. Mr. Linton spoke on behalf of the Kiwanis Club. He stated that the fee isn’t a big deal but everything the club makes goes back into the community. Mrs. Cooper advised that at this time we will waive the fee for the Kiwanis Club event in September 2023 and then discuss this issue at a future meeting.

**Unfinished Business**

The issue of rental fees will be held for a future meeting.

Mr. Hennessy went over some examples of holiday light displays in other communities and engaged the Committee in a discussion about what it wanted for the Sunbury Square this year. There was consensus that some light decorations on the Christmas tree (ribbons or bows) would be a good addition. For the Town Hall building, adding wreaths and garland to the doors on the outside doors was preferred. Finally, additional decorating of the gazebo and streetlights was recommended.

City of Sunbury  
Events and Commemorations Committee Meeting Minutes  
May 24, 2023, at 3:30 PM

**Visitors**

There were no visitors that wished to speak.

**Adjournment**

Motion to adjourn by **Martin** and seconded by **Cooper**. Upon Roll all Yeas.