

**From:** [REDACTED] >  
**Sent:** Friday, February 23, 2024 4:43 PM  
**To:** Portner, Dawn <[PortnerD@naperville.il.us](mailto:PortnerD@naperville.il.us)>  
**Cc:** [REDACTED]; Fratto, Grace <[FrattoG@naperville.il.us](mailto:FrattoG@naperville.il.us)>  
**Subject:** Jaycees Park  
**Importance:** High

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To: Bill Novack

Rebecca DeLarme

Re: Jaycees Park

Dt: 2/23/24

Fr: Deb Newman on behalf of Marquette Companies/Water Street

Cc: Nick Ryan, Marquette Companies

We are in the process of planning a small local Fine Arts and Fine Crafts Fair on Water Street on Sunday, July 14, 2024 from 10 am -5 pm, featuring approximately 25-35 artists as well as some demonstrations and jazz. We are proceeding with the able assistance of Dawn Portner and Grace Fratto at the City and Deb Venezia and folks at the Naperville Art League. We have been advised that to make the show dynamic and a draw for both artists and visitors, we should plan for 35 or so artists' booths. Given the constraints of the narrow Water Street and the requirements for a fire lane, we can only plan for about 20-25 booths on Water Street proper.

Deb mentioned that Jaycees park helped her accommodate booths for the Riverwalk Art Fair when Jackson Street was under construction and that the artists loved the beautiful surroundings.

I am wondering if a similar arrangement might be afforded our event for approximately 8-10 booths. Of course, we would respect whatever conditions you felt were necessary to protect the site. Artist load in would be from 6:30-9:30 on Sunday morning and load out would be completed no later than 7:30 pm.

Please let me know how we can help you accommodate this request.

Thank you!

Deb Newman

Deborah Newman Marketing/Communications

Aurora, Illinois

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