

# City of Naperville

*400 S. Eagle Street  
Naperville, IL 60540  
<http://www.naperville.il.us/>*



## Naperville

### **Meeting Minutes - Draft**

**Wednesday, October 15, 2025**

**6:00 PM**

**NEU**

**SECA Commission**

**PUBLIC COMMENT:*****WRITTEN COMMENT ONLY***

Julie Niles (Naperville)- Please post detailed minutes of the SECA meetings. Starting with the June 18, 2025 meeting, no SECA meeting minutes are posted on Naperville's Legistar webpage. Thank you.

**A. CALL TO ORDER:**

Chairman Brodhead called the meeting to order at 6:00 PM.

**B. ROLL CALL:**

**Present** 7 - Judith Brodhead, Rich Gannon, Tom Miers, Rachna Prasad, Lai So, Ashfaq Syed , and Arthur Zards  
**Excused** 1 - Linda Kuhn  
**Absent** 1 - Kader Sakkaria

Also present: Alex Amato, Student Representative; Jake Fiedler, Special Event Coordinator; Miranda Barfuss, Community Grants Manager; Melanie Marcordes, Director of Community Services; Tien Ngheim, Student Representative

**C. PUBLIC FORUM:**

None

**D. OLD BUSINESS:**

1. Approve the SECA Commission Meeting minutes of September 17, 2025

**Attachments:** [SECA Commission Meeting Minutes 091725 - DRAFT](#)

Commissioner So made a motion to approve the SECA Commission meeting minutes of July 16, 2025, seconded by Prasad. The motion was approved by unanimous voice vote.

**E. NEW BUSINESS:**

1. Receive an overview of the 2026 SECA Grant Fund applications, process, and guidelines

**Attachments:** [SECA Fund Policy and Procedures - CY26](#)  
[CY26 SECA Individual Recommendation Worksheet-Revised 101325 for SECA Agenda](#)

Barfuss reviewed the CY26 SECA Grant Fund Application timeline, applications

received, and reported that the amount that SECA has to allocate in funding is still pending from the Finance Department. Marcordes reported that SECA funding will be addressed at the 10/28/25 City Council Budget Workshop. Commissioners discussed their continued desire to increase the SECA allocation amount to account for increasing City Services cost for special events. Barfuss reviewed the SECA Guidelines and Eligibility sections of the SECA Manual. Commissioners discussed administrative costs versus honorariums/artist fees/creative fees, venue cost estimates, professional catering vs. other ineligible food and beverage purchases, ineligible travel expenses, the definition of a special event, definition of a fundraising event, and whether the Commission will do a public arts set-aside this year.

Zards stated that the process for change-of-scope requests should require resubmission of a budget worksheet and attendance at a SECA Commission meeting. Staff indicated they will add the recommendation to a future SECA agenda for a decision from Commissioners.

Prasad and Gannon left the meeting at 7:00 PM.

#### **F. ADJOURNMENT:**

The meeting adjourned at 7:00 PM due to lack of quorum.

/S/ Miranda Barfuss  
Miranda Barfuss  
Community Grants Manager