

SOUTHGATE C.A.S.E. COMMISSION MINUTES

MEETING DATE: OCTOBER 21, 2025

Meeting called to order: 5:34pm City Hall Caucus Room

Pledge of Allegiance: In unison

ATTENDEES:

CHAIR: Robin Craig

VICE CHAIR: Cindy Burley

SECRETARY: Tammee Iverson

CORRESPONDING SECRETARY: Nancy Gratz

MEMBERS: Ana Mitchell, Marion Bolen, and Nanette Dodds

COUNCILWOMAN, LIAISON: Karen George

ABSENT: FIRST LADY Kim Kuspa

MOTION TO ACCEPT SEPTEMBER 16, 2025, MINUTES: Cindy Burley, 2nd Ana Mitchell

FINANCIAL: \$2,193.91 Current Balance (Includes \$74 from Harvestfest; After \$360 for Halloween and Christmas Home Decorating Contests will leave remaining balance of \$1,833.91)

OLD BUSINESS:

HARVESTFEST, October 4, 2025:

1. Sponsor a Kid Zone Activity area next year:
 - a. Area to run, hula hoops, pumpkin painting, etc.
2. Trunk-or-Treat
3. Email ideas to Robin or bring them to the next meeting.
4. Consider what we would like to spend (\$200-\$300)?

SALUTE TO SERVICE, October 16, 2025:

1. All CASE members attended and were amazed that there are over twenty commissions within the city.

HALLOWEEN/CHRISTMAS HOME DECORATING CONTESTS:

1. Halloween flyers have been posted twice on Facebook.
 - a. Two submissions so far.
 - b. Still working through ability to have online voting, so CASE members will vote again for this year.
 - c. Halloween submissions are due November 1, 2025, to allow for pictures to be taken on Halloween night.

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- d. Halloween submissions are due November 1, 2025, to allow for pictures to be taken on Halloween night.
- e. Vote taken to provide Meijer gift cards for all winners. All members present were in favor.
- f. Halloween winners to be invited to November 19th City Council Meeting.
- g. Christmas Decorating flyers to be shared after Thanksgiving with December 19th submission due dates. Winners to be invited to January 21st City Council Meeting. Suggested putting flyers into Shop Small bags being given out.

NEW BUSINESS:

VALENTINE'S DAY LOVE STORY CONTEST

1. Tell us your favorite love story (how it came to be, your journey)
2. Robin looking for suggestions on how to advertise, timing, selection, prize, etc.
3. Vote taken to support recommendation. All members present were in favor.

ADDITIONAL RECOMMENDATIONS FOR ACTIVITIES:

1. Snowman Building Contest (like Halloween and Christmas decorating – pictures required).
2. Witches Night Out – possibly partner with DDA
3. Open to other suggestions.

ANNOUNCEMENTS and UPCOMING EVENTS:

- November 29th through December 5th - Shop Small Spectacular & Scavenger Hunt
- December 1st – Elf Pierre returns
- December 5th @ 5:30pm– Tree Lighting and Winter Wonderland Train Rides (Santa arrives at 5:45pm; Rides 6:00pm through 9:00pm)
- December 6th – Winter Wonderland Train Rides (6:00pm through 9:00pm)
- December through January – Light Up the Park
- December 31st – Noon Year's Eve Kids Event
- November 18th - Next C.A.S.E. Commission Meeting – 5:30pm City Hall Caucus Room

MOTION TO ADJOURN: Cindy Burley, 2nd Nanette Dodds at 6:32pm

MINUTES PREPARED BY: SECRETARY, TAMMEE IVERSON
DISTRIBUTED TO MEMBERS AND STAFF.