

Parade & Festival Committee

Minutes of the Meeting on
February 20, 2018

**Village of Homer Glen
14240 W 151st Street, Homer Glen, IL 60491
Community Room**

1. Call to Order

The meeting was called to order at 6:00 p.m. by Trustee Carlo Caprio.

2. Pledge of Allegiance**3. Roll Call; Establish Quorum**

Members present at 6:00 p.m. were Village of Homer Glen Trustee Carlo Caprio, Mary Pat DeGrassi, Homer Township Road District Commissioner Mike De Vivo, Village of Homer Glen Trustee Keith Gray, Homer Township Trustee Ed Kalas, Homer Township Fire Protection District Chief Chris Locacius, Mike McGowan, Sue Steilen, and Debbie Stevens.

Members Absent: Homer Township Clerk Linsey Sowa

Also Present: Dave Bricker, Todd Fonfara, and John Robinson.

4. Amendments to Agenda

Member Steilen made a motion to amend the agenda to include Carnival as item 9(a); seconded by Trustee Gray. The motion passed unanimously.

5. Approval of Minutes

a) January 16, 2018

Member DeGrassi made a motion to approve the minutes from the January 16, 2018 meeting; seconded by Member McGowan. The motion passed unanimously.

6. Public Comment

None.

7. Announcements

None.

8. Old Business

a) Fly By Chicago Presentation

Dan Barker was the drone pilot at the 2017 Parade and Fest. He was at the meeting to propose the same contract as last year and answer questions. He has upgraded all of his equipment and will do ground and aerial footage. He is licensed to fly at night to film the fireworks. This year filming is to be decided. Thursday, Friday, and Saturday are preferred. A cancellation clause needs to be added to the contract if the pilot is unable to be there. Payment requirements in

- the contract should be modified to 30 days. Raw footage is also to be given to the Village. Music in the video will be copyright free music. A current Certificate of Insurance will also be supplied. Footage should also to include views of sponsor banners. A three day contract is to be presented for approval at the next meeting.
- b) Incentives for Volunteers/Organizations
Clerk Sowa has stated that she wants to be on record that she is against providing any carnival passes. The Village Manager checked with the Village Attorney and advised that incentives/carnival passes could be given to volunteers. However, committee members, elected officials, employees and family members should not receive any passes. The passes would be considered a stipend. A one day pass would be provided for four hours. Two day passes or a mega pass could be provided for eight hours. A deposit could be put down for the Sunday volunteers, or the passes may not be needed for Sunday volunteers. Wording will be fine-tuned and revisited for a possible vote next meeting.
- c) Task Force for Planning the 2019 Fest
Several members of the Task Force walked the grounds with the carnival owner, Rob Salerno. The carnival owner is excited about the site for the 2019 Fest. Mr. Salerno will provide a possible site layout for the meeting next month. The Task Force is recommending using the same carnival vendor for the next Fest and also consider recommending a contract.
- d) Parade
Member DeGrassi has been finalizing the application and materials for the parade. Dave Bricker will reach out to the High School for the National Anthem singer. The Joliet American Legion Band will participate, and there will be horses. Suggestions for the lineup include placing the Lockport marching band first in the parade, the Joliet band in the middle and the fire engines at the end.
- e) Beverage Vendors
Trustee Gray will be meeting with Lakeshore Beverage. He has also asked if Lakeshore can get 1818, the Bicentennial beer. Trustee will also check to see if they are going to be a \$3,000 sponsor again. Trustee Caprio is following up with Rubi Agave about providing the same margaritas and how to provide the needed additional margaritas for the four days. There was concern about the margaritas being mixed off site. Member Stevens will check with the Health Department to see if there are any issues. Also, research is needed on how to keep the margaritas continuously mixed.
- f) Food Vendors
Clerk Sowa sent food vendor forms to Dave Bricker and John Robinson for review. Some suggestions were made. There will be a food vendor meeting this year.
- g) Sponsorships
Kenwood Liquor was unhappy with the sponsorship package last year and has expressed that they will not be a sponsor this year. Sponsor packages will be reviewed to see if there is an alternative to offer to Kenwood Liquors to make a sponsorship more attractive, if not for this year, for next year. Member Steilen

has contacted all previous sponsors. The total checks received thus far is \$9,000. The following sponsors have been confirmed: Meijer (\$6,000), Rubi Agave (\$1,000), Busey Bank (\$500), Homer Township Professional Firefighters (\$500), Dan Kenney (\$500), and Total Flooring (\$500). Member Steilen will send logos to Member McGowan for uploading on to the website. All Around Amusements will be a sponsor again for \$10,000.

Trustee Gray made a motion that the Parade and Festival Committee adopt the Village of Homer Glen SOP No. 9, "The Village organization, including any and all Village Boards, Commissions or Committee's, shall not seek or accept any event/festival sponsorship assistance, either financial and/or in-kind, from any business or organization that is currently involved in litigation with the Village either directly or with an intergovernmental agency to which the Village of Homer Glen belongs." Second was made by Carlo Caprio: The motion passed unanimously.

h) Fireworks

The classical music will work well with the fireworks. All of the music has not been selected yet.

i) Bands

The bands have been almost all booked. Trustee Caprio distributed a copy of the schedule.

j) Tents

Trustee Gray is still working on including some requests from the last meeting. Member Steilen requested that the contract include "A certificate of insurance will be provided."

k) Illinois Bicentennial

The State will provide a 30 second spot for the fireworks. The State is also honoring 200 veterans all across Illinois. Member Steilen will check to see what veterans in the area are going to be honored.

9. New Business.

a) Carnival

This is the last year for the current three year contract. A contract will be prepared listing the rides that will be provided this year. The terms are all the same. The carnival would also like to prepare a contract for 2019, 2020, and 2021. The entities to be listed on the contract are to be determined. An intergovernmental agreement will also need to be created if all parties are to be included in the carnival contract. The committee gave a consensus to member Stevens to work on the contract with proposed dates.

Discussion needs to take place between the Township and the Village as to how the festival will be administered in 2019.

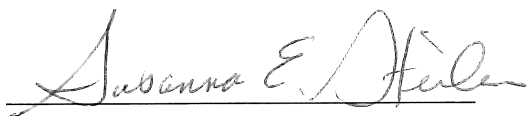
10. Next Meeting – March 20

11. Adjournment

Member DeGrassi made a motion to adjourn the meeting. Second was made by Commissioner De Vivo. The motion passed unanimously.

The meeting was adjourned at 7:05 p.m.

Respectfully Submitted:



A handwritten signature in cursive script, reading "Sue Steilen", is written over a horizontal line.

Sue Steilen
Community Relations Coordinator
Village of Homer Glen