

# Homer Community Festival Committee

---

Minutes of the Special Meeting on  
May 28, 2019

**Village of Homer Glen  
14240 W. 151<sup>st</sup> Street  
Community Room**

**1. Call to Order**

The meeting was called to order at 6:33 p.m. by Trustee Gray.

**2. Pledge of Allegiance**

**3. Roll Call; Establish Quorum**

Members present at 6:33 p.m. were Mike De Vivo, Tony Drabik, Todd Fonfara, Trustee Keith Gray, Ed Kalas, Chris Locacius, Sara Rudnik, Sue Steilen, and Debbie Stevens.

Members Absent: Carlo Caprio.

Also Present: Dave Bricker, Village Manager Karie Friling, Paul McGary, and Facilities Manager John Robinson.

**4. Approval of Amendments to the Agenda**

None.

**5. Approval of Minutes**

None were presented.

**6. Public Comment**

None.

**7. Announcements**

None.

**8. Old Business**

a. 2019 Festival Planning

1. Discussion Regarding 2019 Homer Community Festival Layout

The temporary road leading from the parking lot to the tent entrance has been installed up to the fence location. Consensus was to bring the road through the Beer Tent.

Member Stevens will contact the carnival owner to go over the carnival layout. Carnival employee parking will be relocated on Thursday night to avoid the fireworks safety zone. Member Stevens will also get a list of rides that will not be included in the Mega Pass.

2. Discussion Regarding Tents

A representative from the tent company will come to look at the site on Wednesday. Trustee Gray, Member Caprio, Member De Vivo, and Facilities Manager Robinson will all try to be there. Options for alternative tent set up in case of wet ground conditions will be discussed and brought back to the Committee. The sixth 15' x 15' tent will be used for a Community Tent to display information about the Comprehensive Plan and other community organizations.

3. Discussion Regarding Parking Options

Village Manager Friling will reach out to the superintendents of the school districts to see if their parking lots may be used for alternative parking if needed.

4. Advertising Update

Member Stevens presented the entertainment poster designed by Trustee Gray. Member Stevens reached out to Mary Pat DeGrassi at Homer Township to ask for permission from the Township to include mention of the parade on the poster, and Ms. DeGrassi said not to include the parade in our advertising. The Township will advertise the parade on their own. The fireworks poster will include logos from the sponsors that have contributed \$5,000 or more, which include All Around Amusements, Meijer, Bi Rental, and Homewood disposal. Member Steilen will send the sponsor logos to Member Stevens.

The next newspaper ad deadline is Friday, May 31.

The Village EMA will lend radios and a gator or golf cart to the Township for use at the parade.

5. Sanitation Needs Update

Facilities Manager Robinson has worked out the layout of the porta-potties so they can be accessed with a 40 ft. hose.

6. Special Needs Day Update

Member Stevens reported that 41 people have registered for Special Needs Day. Of those registered, 16 have special needs. Trustee Gray spoke with Momentum Dance Studios and told the owner that she can use the stage from

12:30-2:00 p.m. When the registrants are confirmed, they will be invited to attend the Momentum Dance Studio performance. Member Stevens will check with the carnival about prizes for the games at the Special Needs Day. Trustee Gray will also ask about a dance floor that can be used in the Beer Tent.

7. Sponsors Update

Shorewood Home and Auto provided a gator for Member De Vivo to use at the Fest. They will be acknowledged for an in-kind sponsorship. Member Kalas and Member Stevens will contact the Dollar Tree about donating prizes.

8. Staff Handbook Update

Member De Vivo requested that when the Road District help is needed at the Fest, the chain of command for the Road District be followed. Committee members should contact Dale Hostert first, and he will then assign the appropriate employee. Village Manager Friling's contact information will also be added to the handbook.

9. Volunteer Update

Member De Vivo will meet with the Scouts within the next week and have an update for the next meeting. Volunteer organizations will also be asked to clean up tables in the Beer Tent during their shift. Member Steilen reported that realtor Dan Kenney has reached out to volunteer in the information booth with one of his team members. Businesses and other organizations looking for additional ways to support the event can always volunteer to work the Information Booth and ID Check. Member Drabik will follow up with the Guidance Department at the High School.

10. Website Update

Member Rudnik has added more logos and continues to update the website as information is sent. She will send the username and password information to Member Stevens and Member Steilen.

11. Supply Inventory

Supplies needed to purchase include: ponchos, disinfecting wipes, latex and latex-free gloves. Member De Vivo will check the supply items that are stored at the Road District. Items that need to be checked on include: beer tickets, and clear garbage bags. Trustee Gray will request wristbands from Lakeshore Beverage.

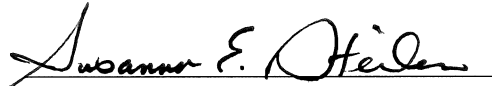
**9. Next Meeting – June 4, 2019**

Next meeting scheduled for June 4 at 6:30 p.m.

**10. Adjournment**

Member De Vivo made a motion to adjourn the meeting. Second was made by Member Drabik. The motion passed unanimously. The meeting was adjourned at 7:45 p.m.

Respectfully Submitted:



Sue Steilen  
Community Relations Coordinator  
Village of Homer Glen