

Parade & Festival Committee

Minutes of the Special Meeting on
May 29, 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 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, Homer Township Road District Commissioner Mike De Vivo, Todd Fanfara, Village of Homer Glen Trustee Keith Gray, Homer Township Trustee Ed Kalas, Sara Rudnik, Sue Steilen, and Debbie Stevens.

Members Absent: Mary Pat DeGrassi. And Homer Township Fire Protection District Chief Chris Locacius.

Also Present: Dave Bricker, Village of Homer Glen Clerk Ann Holtz, and Lt. Jim Holuj.

4. Approval of Amendments to Agenda**5. Approval of Minutes**

a) May 8, 2018

b) May 15, 2018

Commissioner De Vivo made a motion to approve the minutes from the May 8 and May 15, 2018 meetings; seconded by Trustee Kalas. The motion passed unanimously.

6. Public Comment

Clerk Ann Holtz stated that she was present to discuss assisting volunteer organizations in the Beer Tent. Clerk Holtz reported that the festival received 60 gallons of margaritas from Rubi Agave in 2017. The amount of margaritas needed and provided needs to be clarified. Methods for storing and dispensing the margaritas were discussed. Five-gallon jugs were used last year. Commissioner De Vivo will check with BI Rental to see if they have a machine for dispensing margaritas. Clerk Holtz will be at the festival for all four days to assist the beer tent organizations.

7. Announcements

None.

8. Old Business

a) Security

Trustee Caprio spoke with Ken Rafter and overnight security is all set. A security meeting will be scheduled for June 7 at noon in the Community Room. Attendees will include, Dave Bricker, Trustee Caprio, Todd Fanfara, Dale Hostert, Lt. Holuj, Chief Locacius, John Robinson, and Lt. Gamprel. Lt. Holuj will also ask Doug Roberts to attend. The fireworks people will also meet. Commissioner De Vivo has past agenda for items needed to include. Light plans will also be covered.

Commissioner De Vivo discussed needing extra barricades to control pedestrian traffic when leaving for the fireworks. Trustee Gray received a quote from the tent supplier for bike rack style barricades, but it would cost \$2700 for 75 racks. Commissioner De Vivo said he would use the roping and add a second layer of rope.

b) Parade

Trustee Kalas reported for Member DeGrassi that everything is on track.

c) Incentives for Volunteers

A flyer has been posted at the high school and on social media. Seven students and a couple of adults have signed up. Member Stevens explained how volunteers will receive coupons for ride passes. For each hour worked, volunteers will receive two ride coupons, 10 rides for four hours. The carnival will honor up to 1,000 ride coupons.

Trustee Kalas made a motion to accept the volunteer ride passes provided by All Around Amusements as presented by Member Stevens; seconded Trustee Gray. Motion passed unanimously.

d) Beer Tent Organizations

Clerk Holtz will get the contact information for the participating organizations from Member Stevens and coordinate a meeting to go over training and requirements. The Goodings Grove PTO was not able fill the early slots on Saturday. Trustee Kalas, Trustee Gray, and Chief Locacius will fill in. Trustee Kalas is Basset trained.

e) Carnival

Member Stevens will check to see if there are any ride exclusions for the mega pass.

f) T-Shirts

The carnival staff use red and purple t-shirts. Colors were chosen for the t-shirts:

Staff – Iris, Volunteers - Heather Irish Green, Special Needs Day – Coral Silk. Sponsor logos will be placed on all shirts. The front of the staff shirts will say “Event Staff.”

g) Special Needs Day

Trustee Kalas will check to see if the ponchos are at the Township and what other supplies are stored.

h) Liquor License

Commissioner De Vivo and Member Stevens will pick up the license this week. Member Stevens reviewed the requirements for signing the application. A non-elected official can sign the application.

i) Beverage Vendors

In the past, Lakeshore Beverages had provided some t-shirts for throwing out from the stage. Trustee Gray will check with Lakeshore Beverage if they will provide t-shirts again this year, about supplying wristbands, and if they will be donating a bike again. A bike may be used as a raffle for volunteers or donated to a volunteer organization.

Member Steilen will get information about beer ticket supplier to Commissioner De Vivo.

j) Food Vendors

Member Steilen will let food vendors know that vehicles cannot be unloaded after noon on Saturday and Sunday. Food vendors have the option to open before 2:00.

k) Sponsorships

The Meijer’s radio spot has been sent to Commissioner De Vivo. Rubi Agave logo and the phrase “Official Margarita of HomerFest” will be placed under the logo wherever sponsors are listed on advertising. M&D Farms told Clerk Holtz that they will decorate the Family Tent again.

Maggie Speaks would like to promote the festival on their Facebook page and through an email blast. To encourage comments and interest, they would like to offer a prize provided by the festival. Member Steilen will reach out the Chamber for donation of gift cards that can be used.

l) Fireworks

Commissioner De Vivo reported that the soundtrack is complete.

m) Bands

Nothing new to report.

n) Tents

Everything is all set.

o) Advertising

Member Steilen will coordinate printing the sponsor banners. Member Fanfara and Chief Locacius need a layout for where to hang the banners.

The Road District will be putting up the 4x4 signs by the weekend. Subdivision signs will be put up next week. Posters have also been put up in businesses.

p) Illinois Bicentennial

Nothing to report.

9. New Business.

Gators are secured. Need giant rubber bands for garbage cans.

NuWay/Homewood Disposal will provide attendants to clean the units on Friday and Saturday from 7 p.m. - 9 p.m.

Commissioner De Vivo suggested calling the event Homer Community Days in the future and involving the business community.

10. Next Meeting – June 12

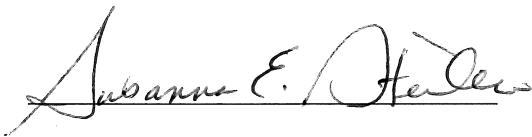
Next meeting scheduled for June 12 at 6:00 p.m.

11. Adjournment

Trustee Kalas made a motion to adjourn the meeting. Second was made by Trustee Gray. The motion passed unanimously.

The meeting was adjourned at 7:44 p.m.

Respectfully Submitted:



Sue Steilen
Community Relations Coordinator
Village of Homer Glen