

# Homer Community Festival Committee

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Minutes of the Special Meeting on  
May 11, 2021

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

**1. Call to Order**

The meeting was called to order at 6:00 p.m. by Vice-Chair Chris Locacius.

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

Members present at 6:00 p.m. were Trustee Beth Rodgers, Vice-Chair Chris Locacius, Karen Adamczyk, Dave Bricker, Tony Drabik, Todd Fonfara, Paul McGary, Sue Steilen, and Debbie Stevens.

Members absent: Sara Rudnik. Mike De Vivo has resigned from the Committee.

Also Present: Amy Blank, Dan Fialko, Mike Gemprel, Anthony Giacobbe, Pat Healy, Larry Laidley, John Robinson, Matt Walsh, and Lt. Jim Holuj (arrived at 6:04 p.m.).

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

None.

**5. Approval of Minutes****a. April 20, 2021**

Member Drabik motioned to approve the meeting minutes from April 20, 2021. Second was made by Karen Adamczyk. All were in favor. Motion carried.

**6. Public Comment**

Anthony Giacobbe stated the Heritage Corridor Business Alliance is going to work with Homer Township to put on the parade. They are in the beginning stages of discussing how they will be working together.

**7. Announcements****8. Old Business****a. Parking and Pedestrian Pathways Update**

A discussion will need to take place between the new Township Board and the Village to discuss the construction of the pathway to connect the Township

property to the Village property. Interim Village Manager Walsh will update the Committee as plans progress. The pathway may not be installed before the Fest.

The plan for parking is to use the property at 151<sup>st</sup> and Crème Road for parking cars and route pedestrians/people movers along a path that crosses a residential farm lot. Trustee Rodgers will talk to the property owner about use of the property for a pedestrian path along the right of way. A route for pedestrians and the people movers needs to be determined. Pat Healy will work on a parking and route plan to discuss at the next meeting. Member Steilen will check to see if the people mover buses are street legal.

b. Discussion Regarding 2021 HomerFest Planning and 20<sup>th</sup> Anniversary

1. Heritage Corridor Business Alliance Tent

Anthony Giacobbe from the Heritage Corridor Business Alliance (HCBA) reported the HCBA will buy the carnival sign sponsorships. Their organization is willing to provide bartenders to support the Fest. The tentative schedule for the Beer Tent organizations is as follows:

Thursday Night – HGJWC

Friday Night – HCBA

Saturday Afternoon – PTO

Saturday Evening – Stallions

Sunday – Special Needs committee

Several of the above organizations still need to get their paperwork in and find enough volunteers. At least 15 volunteers will be needed for Friday night.

A packaged postcard advertising HomerFest will reach homes in Homer Glen, Lemont, and surrounding communities next week. One side will feature their car show and the other side will feature HomerFest. They are securing people to participate in the dunk tank. Trustee Rodgers confirmed the Mayor has agreed to be in the tank. Member Drabik will reach out to the Stallions for a coach to go in the dunk tank. A guy will be coming out on Saturday to do a bubble show. Face painters have been scheduled. They will also have raffles with lots of prizes. They will hand out glow sticks the night of the fireworks. The HCBA will also hand out the balsa planes from the tent. John Robinson's crew will put the water in the dunk tank.

The sponsor signs for the carnival rides will have the business name on a coroplast sign placed in a bucket with sand. The signs need to be ready by the Monday before the Fest. Sponsor names are needed by June 1. Anthony Giacobbe will send HCBA contact information for placement in the Staff Handbook to Amy Blank.

2. Volunteers

Member Steilen posted on the High School site for community service hours volunteers. The next step is to push out requests in social media and through word of mouth.

3. Site Planning

John Robinson reviewed the proposed layout and reported that they need to figure out how to get water to the site for food vendors. The Park will be closed for the entire week of the Fest. The drop-off will be a one-way route in front of the Village Hall.

a. Security

EMA check points will be placed around the perimeters on the fireworks night. A sheriff's auxiliary unit will be stationed by the entrances to the park in Saddlebrook and Woodbine West the night of the fireworks. Deputies will be dedicated to the Beer Tent and Carnival. Cameras have been installed in the park and can be viewed in the EMA bus. If there is a lost child, the command bus is to be notified and all exits will be shut down.

4. Staff Handbook

A list of people to be included in the Staff Handbook was distributed. All who were present were asked to review their contact information and send updates to Amy Blank. She also needs contact information for Craft Services and the Load-in Schedule. Trustee Rodgers will work with Carlo Caprio on getting all of the information needed for the tasks that he performed. T-shirt sizes were also requested for the staff t-shirt order.

5. Updates from Staff and Committee Members

- a. Member Bricker submitted a report. He has submitted the fireworks information requested from ACE Pyro to Member Steilen. The t-shirt design has been approved. Amy Blank displayed the designs and colors. Staff will have sky blue shirts, volunteers will wear green, and purple t-shirts will be used for Special Needs Day.
- b. Member Drabik reported he is confirming the sponsorship amount to be provided from Lakeshore Beverage. Vice-Chair Locacius requested an updated price list be given with the beverage choices. Member Drabik requested some guidance in seeking information about using a band trailer. Vice-Chair Locacius suggested not using it this year but to get more information for future consideration.
- c. Amy Blank's report was covered under Staff Handbook.
- d. Member Steilen received the contact information for the ATM from Carlo Caprio. She's working on getting the credit card terminals ordered. The liquor license application has been submitted. The tent vendor understands the uncertainty surround the event and will wait on the tent order. Ice has been ordered. Member Steilen has not received the food vendor paperwork from Rustic Knead, and she will follow up. If she doesn't receive their paperwork from Rustic Knead,

- she will contact Mucha Salsa. A reminder, porta potties are going to be needed near the fireworks viewing area. The Committee Assignment list will be discussed and updated at the next meeting.
- e. Member Stevens talked to Juanita Salerno (carnival provider) about scheduling a meeting with our new Special Needs Day coordinator Karen Adamczyk. Vice-Chair Locacius requested to be included in the meeting too.
  - f. Member Adamczyk reported registrations are coming in for Special Needs Day.
  - g. Lt. Holuj said everything was covered under security. He will go over the security plan with the auxiliary guys and report next week.
  - h. Member McGary put together a list with wording needed for signs at the Information Booth. McGary requested posters to place in businesses. Amy Blank said the 11x17 posters printed on cardstock will be ready by June 1.
  - i. John Robinson reported that he has hand sanitizer stations and handwashing stations. The Community Room will be used for the commissary for volunteers. The hallway and bathrooms will also be accessible. Member Steilen has a sign-in sheet to include COVID-19 information and emergency contact information.

## 9. New Business

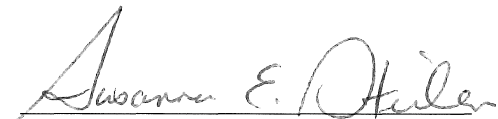
## 10. Next Meeting – May 18, 2021

The next meeting will be held May 18, 2021, at 6:00 p.m. The Committee will start to meet weekly. Member Steilen will check on meeting room availability for extra meetings not scheduled.

## 11. Adjournment

Trustee Rodgers motioned to adjourn the meeting. Second was made by Member Drabik. The motion passed unanimously. The meeting was adjourned at 7:28 p.m.

Respectfully Submitted:



Sue Steilen  
Community Events Coordinator  
Village of Homer Glen