

Homer Community Festival Committee

Minutes of the Special Meeting on
June 10, 2021

**Village of Homer Glen
14240 W. 151st Street
Community Room**

Matt Walsh stated one of the concerns that we have is that this could be the highest attended ever. Since we are not using the farm lot, 400 parking spaces will be lost. John Robinson and Pat Healy looked for more parking spaces. An area within Heritage Park on the grass has been identified to hold about 500 cars. Cars would enter on the east end of Heritage Circle and then directed to the parking area. The walking path to the Township and Public Works area parking has also been completed. Member Steilen is currently working on getting insurance to use the residential property for a pathway to the leased corner lot at 151st and Crème Road. The Heritage Park area will be used for fireworks night, weather permitting, and evaluated afterward for additional use.

Vice-Chair Locacius reported parking passes and procedures were reviewed at the food vendor meeting. All parking passes will be color coded. The volunteer and band passes will have the appropriate days indicated on the passes.

2. Festival Layout/Tents

HCBA will need a 15'x30' tent to accommodate their activities. The HCBA agreed to pay the extra cost to go from the 15'x15' tent to the 15'x30' tent. The Re/Max tent also needs to be indicated on the layout. The Re/Max balloon will be deflated and covered before the fireworks. An attendant for the balloon will always be on site. The balloon vinyl is similar to the tent vinyl.

Lt. Holuj talked about the Sheriff's Hidden in Plain Sight trailer. For layout, he would like to see the trailer at the old Fest site. He will work out the electric requirements with John Robinson.

3. Security

The fireworks display will be set up on Thursday, so security will not be required for Wednesday night. A big sign saying "Local Traffic Only" will be placed on Eagle Ridge the night of the fireworks. EMA and/or Auxiliary will be there on fireworks night.

4. Incident Action Plan

Deputy Chief Bricker, Deputy Chief Fonfara, and Lt. Holuj are working on the Incident Action Plan and will share it with the Committee at a future meeting.

5. Craft Services

Rose Reynders will be at the next meeting to go over her plan for Craft Services.

6. Fireworks

Vice-Chair Locacius talked to Peter about including the National Anthem performed by a resident at the fireworks. The music for the National Anthem has already been incorporated in the display recording, and there would be an extra fee to remove it. Instead, the local artist will perform the National Anthem on his guitar on Friday and Saturday before the bands start.

7. Signs

Member McGary has started to place posters at local businesses and has a few more to go. The Public Works Department has put up signs in the subdivisions. Member Steilen is in the process of ordering banners and additional signs for carnival sponsors. An inventory has been completed of the signs at the Public

Works building. Exit, entrance, and parking signs are being made. Committee members were asked to submit suggestions for any additional signs by Monday (June 14). Member Drabik will check with Lakeshore Beverage to find out what signs they will provide. A sign honoring Mike De Vivo, made by Keith Gray, will be placed by the Beer Tent.

8. Carnival

Another meeting with the carnival will take place before the Fest.

9. 20th Anniversary

An example of the balsa wood plane that will be handed out was passed around.

10. Advertising/Sponsors/Heritage Corridor Business Alliance (HCBA)

Facebook posts have been started. A booklet, which will be mailed to Homer Glen and Lemont homes, will feature an ad for the Fest. The RSVP mailer with an ad on a postcard has also been mailed. A newsletter from the Village with Fest ads and information will reach Homer Glen residents the week of June 15. Chesdan's is also stapling an ad to their pizza boxes.

Sponsorships have done very well, and there is no more time to add more.

Michelle Kerfin reported for the HCBA. The dunk tank for the HCBA tent will be delivered Wednesday night. Face painters will be there Thursday, Friday, and Saturday. The Bubble Guy will have a show on Saturday at 3:00 and 4:00. They have lots of great raffle prizes. Two 55" TV's will be running ads all weekend. Home Depot will hand out kits in the tent on Sunday.

11. Special Needs Day

Member Adamczyk reported that 94 individuals have registered. The age ranges are from 2 to 26 years. HCBA will have at least one face painter during the Special Needs time. Member Stevens will order enough prizes, so each will receive 2 prizes. She will order 300 prizes. If there are extra, the surplus will be saved for next year or another event.

12. Volunteers

The areas that need to be filled are mainly on Saturday. Maintenance and ID checkers are needed in the afternoon. At least five more ticket sellers are needed for Friday night; Seven are needed for Saturday night; and volunteers are needed for Sunday. Two staff members will drive the people movers on Thursday. A lot more reach out needs to be done.

13. Lakeshore Beverage

The invoice for the sponsorship has been sent. Pop tabs will be collected. Trustee Rodgers will provide Hinkley Springs water bottles.

Bands are to be added to the next agenda.

14. Supplies Needed/T-shirts

John Robinson and Trustee Fialko will have credit cards to use if extra supplies are needed. More black garbage bags and cable ties are needed. The t-shirt order is in process. The supplier is not going to charge for Mike De Vivo's initials to be

placed on the sleeve. Volunteers will organize the Special Needs Day t-shirts in bags.

15. Sanitation Services/Ice

Member Steilen will find out the bag size and price for each individual bag. One key will be at the Information Booth and Chris Locacius will have the other key.

The meeting with Food Vendors went well today. Pelican Harry's and Game On will have grilling booths. Parking and site layout were explained at the meeting. The Health Department did not show up for the meeting.

16. Staff Handbook/Load-in Schedule

The Staff Handbook is complete. It won't be printed until just before the Fest in case there are any changes.

17. Updates from Staff and Committee Members

Trustee Rodgers introduced Mike Carlson. He will introduce the bands and make announcements. Member Steilen will prepare a list of sponsors to be thanked and last call times. She will also prepare a list of sponsors to be announced at the fireworks. Trustee Rodgers will give the bands their checks.

Parade is to be added to the next agenda.

Trustee Fialko suggested ordering a large quantity of bags now, so they won't need to run out and purchase more during the Fest.

9. New Business

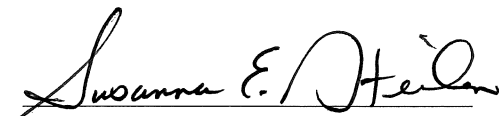
10. Next Meeting – June 15, 2021

The next meeting will be held June 15, 2021, at 6:00 p.m.

11. Adjournment

Member McGary motioned to adjourn the meeting. Second was made by Member Bricker. The motion passed unanimously. The meeting was adjourned at 7:29 p.m.

Respectfully Submitted:



Sue Steilen

Community Events Coordinator

Village of Homer Glen