

Homer Community Festival Committee

Minutes of the Meeting on
September 7, 2022

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

1. Call to Order

The meeting was called to order at 5:30 p.m. by Chairman Fialko.

2. Pledge of Allegiance

3. Roll Call; Establish Quorum

Members present at 5:30 p.m. were Mike Bonomo, Mike Carlson, Tony Drabik, Chairman Dan Fialko, Ethan Fialko Mark Gawron, Paul McGary, Carmen Maurella, Jay Roti, Sue Steilen, and Debbie Stevens, John Walters, Sara Rudnik,

Members absent: Co-Chair Ruben Pazmino

Also Present: Lt. Jeff Taylor and Special Events Coordinator Alana Charboneau.

4. Approval of Amendments to the Agenda

Member Fialko requested a motion to amend the agenda by moving item #9 before #8 to focus on the budget. Motion was made by Member Drabik. Second was made by Member Maurella. Motion passed unanimously.

5. Approval of Minutes

a. September 7, 2022

Member Drabik made a motion to approve the minutes of the August 3, 2022, meeting as amended. Second was made by Member Carlson. Approval of Minutes was corrected to reflect that the June 15, 2002 minutes were being approved, not the September 21, 2021. Chairman Fialko requested a change the wording on page 5, the last paragraph, to "bike rack type of" fencing leading from the vendor area to the tent". Chairman Fialko also requested removal of the sentence "Lt. Taylor remarked that there is case law covered under the 4th amendment that people have a reasonable assumption of privacy while in an enclosed area." from the last paragraph, last sentence, under item 8c. Chairman Fialko felt this should be removed because legal counsel says otherwise. Since a lawyer was not present, he feels this is not a legal fact. At this time Chairman Fialko would like it removed from the minutes. A roll call vote was taken:

Yes votes: D. Fialko, Carlson, Drabik, E. Fialko, Gawron, and Walters.

No votes: McGary, Steilen, and Stevens.

Abstains: Bonomo, Maurella, Roti, and Rudnik,

6. Public Comment

None.

7. Announcements

Chairman Fialko welcomed James Roti and Mike Bonomo to the committee. Member Roti requested a copy of comparisons for several years of actual income and expense comparisons. Lt. Taylor and Member Maruella left at 5:54 p.m. to attend the public safety meeting.

8. New Business

a. HomerFest Budget Planning for 2023

Member Steilen distributed a report of the proposed and actual expense items from 2021-2022. Chairman Fialko reviewed the items with the Committee. The following comments were made:

Proposed Budget for 2023

Accounting Fees – 2022 fees are still pending. The determined proposed expense is \$500.

Advertising (and signage) - The determined proposed expense is \$3,000. The previous advertising budget had included drone videography and a photographer which cost over \$2,000. These services can now be performed by staff. The line item for signage is now combined with advertising. The total budget for both categories combined is \$3,000. When comparing amounts budgeted and spent for previous years, advertising and signage will need to be added together.

Audio (now including Stage and Fireworks music) – The determined proposed expense is \$15,000. This category also combined Audio for Stage with Audio for Fireworks to make one category. This also includes a generator for the FM module and wireless speakers.

Bands – The determined proposed expense is \$40,000.

Clark Mosquito - The determined proposed expense is \$1,000.

Facility Equipment- A forklift was rented in 2022 and accounted for as facility equipment, stated by Member Steilen. The determined proposed expense is \$2,000.

Facility Power/Lighting- Chairman Fialko suggested we ask if BI Rental would like to help sponsor the Fest with lighting, unless there is another reasonable option. The determined proposed expense is \$15,000.

Fencing- There was discussion about where to place the fencing and which type of fencing to use. The determined proposed expense is \$3,000; between bicycle rack fencing and plastic. Member Steilen stated the bicycle rack fencing was about \$32/day.

Fireworks/Firework Insurance- Discussion was brought up by Chairman Fialko about whether to approve a 20-minute or 15-minute firework show, depending on budget as well as music soundtrack. The determined proposed expense is \$50,000 for a 20-minute firework show.

Food Vendor Refunds- Member Steilen explained that the refunds category is used to show money coming in and going out, such as the amount of ice the vendors use. The determined proposed expense is \$1,000.

Ice – The determined proposed expense is \$3,000.

Legal Fees – The determined proposed expense is \$1,000.

Liquor/Beer Distributor- The determined proposed expense is \$35,000.

Liquor License – The proposed amount was set at \$100.

Homer Township Road District – This line item is no longer applicable and was removed from the budget.

Parking/Transportation- Member Steilen suggested maybe increasing the number of golf carts we use for transportation. This line includes golf carts, traffic boards, and buses. The determined proposed expense is \$8,000.

Sanitation – This is covered by the Village's contract with Homewood Disposal. No amount needs to be budgeted.

Security – The \$900 shown is for 2022's overnight security. The Sheriff's overtime and Auxiliary for 2022 amounts are still unknown. The determined proposed expense is \$25,000.

Special Needs Day- The determined proposed expense is \$2,000.

Sponsors –Member Steilen mentioned the HCBA tent was larger (30 x 30), and the cigar tent (Screens, furnishings, pallet bar, tables and chairs) from was new in 2022. She also mentioned that the amount spent for sponsors sets the sponsorship fee. Member Gawron suggested naming this category Specialized Sponsors. The determined proposed expense is \$6,000.

Supplies- The determined proposed expense is \$2,500

T-shirts – The determined proposed expense is \$1,500.

Tents, Tables, and Chairs – The determined proposed expense is \$25,000.

Volunteers – The determined proposed expense is \$2,000.

Volunteer T-shirts – The determined proposed expense is \$1,500.

Miscellaneous – The determined proposed expense is \$5,000.

Proposed 2023 total budget: \$244,500.

Member Gawron stated the Revenue side of the budget will also increase. Member Roti asked why the beer ticket sales weren't whole amounts since the tickets cost \$5.00. Member Steilen explained that it was due to amounts used when testing the credit card terminals.

Member Stevens mentioned that the carnival wanted to raise their prices this year and we said no. Gas prices and labor prices have all increased. The Village receives a percentage of the carnival revenue. If their ticket prices are increased, the Village revenues will also increase. Chairman Fialko agreed to allow the carnival to raise their prices because the more they make, the more the Village makes.. Members Carlson and Roti requested more larger rides. Member Stevens said more space is needed to accommodate larger rides. Chairman Fialko said this will be discussed at a future meeting. He also suggested changing or rearranging the rides to be more inviting to teenagers, such as moving the bigger rides closer to the beer tent. Member Steilen said more megapasses could be sold if we use ACE again next year. She also cautioned that our sales were up because we had good weather. Increased beer and carnival sales are at risk if the weather is bad. Member Drabik suggested passing along the credit card processing fees. Several members preferred to keep the costs the same. Other incentives for increasing revenues and prices of beer tickets will be explored. Members Maurella and E. Fialko will be taking over the credit card terminal and ATM management.

Chairman Fialko requested motioned to recommend the budget line item amounts as discussed and to be brought forward at the Village Board meeting on September 14. Member Drabik made the motion; second was made by Member McGary. A roll call vote was taken. Chairman Fialko, Members Bonomo, Carlson, Drabik, E. Fialko, Gawron, McGary, Roti, Rudnik, Steilen, Stevens, and Walters were all present and voted yes. Motion passed unanimously.

9. Old Business

None

In closing Chairman Fialko said Communications Specialist Matt Libs put together a nice recap of the Fest in the online Village newsletter, which can be found on the Village website, and recommended members take a look at it.

10. Next Meeting

At the next meeting, the member assignments will be made along with discussing what can be improved in 2023.

The next meeting will be held on November 2 at 5:30pm.

Adjournment

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

Respectfully Submitted:



Alana Charboneau
Special Events Coordinator
Village of Homer Glen