

Homer Community Festival Committee

Minutes of the Meeting on
September 17, 2019

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

1. Call to Order

The meeting was called to order at 6:00 p.m. by Trustee Gray.

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

Members present at 6:00 p.m. were Trustee Keith Gray, Carlo Caprio (left at 6:58 p.m.), Mike De Vivo, Tony Drabik, Todd Fonfara, Ed Kalas, Chris Locacius, Sue Steilen, and Debbie Stevens.

Absent: Sara Rudnik.

Also Present: Communications and Recreation Services Coordinator Amy Blank, Lt. Jim Holuj (arrived at 6:15 p.m.), and Paul McGary.

4. Approval of Amendments to the Agenda

Member Locacius requested to add Fireworks and Special Needs update to New Business. All were in favor.

5. Approval of Minutes**a. June 4, 2019**

Member Kalas made a motion to approve the minutes from the June 4, 2019 meeting. Second was made by Member De Vivo. The motion passed unanimously.

b. June 11, 2019

Member Caprio made a motion to approve the minutes from the June 11, 2019 meeting. Second was made by Member Drabik. The motion passed unanimously.

c. August 20, 2019

Member Drabik made a motion to approve the minutes from the August 20, 2019 meeting. Second was made by Member De Vivo. The motion passed unanimously.

6. Public Comment

None.

7. Announcements

None.

8. Old Business

a. 2019 HomerFest Financial Report Update

Member Steilen reported the following expense items are still pending:

- Credit Card Terminal Fee
- EMA Appreciation – They still have not had their appreciation pizza.
- Farm Parking Lot - Member De Vivo will get an invoice.

The total expenses to date are \$147,437.40. Expenses that are pending have an estimated amount of \$1,400.00.

b. Preparation for Village Board Workshop

Trustee Gray reported the Village Board will have a Committee of the Whole meeting at 5:30 p.m. on Wednesday, September 25. Committee members were invited to attend. A brief review of the 2019 HomerFest will be presented. The Village Board is considering expanding Tria Architecture's scope of work for Heritage Park. The Board discussion will include plans for the Village Green.

a. Drainage improvement recommendations for Fest site

Member De Vivo spoke with Dale Hostert regarding the drainage. Hostert recommended grading and adding gravel and road mix to the site. There are a number of things that can be done. An engineer would need to evaluate how to improve the drainage of the entertainment area.

b. IGA recommendations for Use of Homer Township and Homer Township Public Library Property for Parking

Parking and access from the Village property to Township property is desired.

c. Purchase or Construction of Ticket Booths

If the ticket sales location is going to be moved outside of the tent, the current three-person ticket booth is not secure enough. Two portable sheds with air conditioning could be used for multiple events. They could also be used for a concession stand. Since the sheds would serve multiple events and purposes, they should not come out of the HomerFest budget.

d. Purchase or Construction of Storage Shed/Event Trailer

This is different than the above sheds used for ticket/concessions. A portable trailer or shed would be used to store event supplies and be ready to be moved to different events. Event supplies such as tables, ladders, signs, and supplies would be stored and ready to move as needed.

e. Path/Trail Improvements of Access to Township Field Parking Areas

This will need to be part of an IGA. Trustee Gray requested that Member Steilen send all Committee members the aerial photos of the Fest site from drone pilot. These slides can also be used to illustrate the pedestrian traffic pattern at the Committee of the Whole meeting.

c. 2020 HomerFest Planning

1. Budget

The Committee reviewed the proposed budget that was created at the Committee meeting on August 20. Member Locacius requested that Finance Director John Sawyers prepare a CAFR to show budget projection and inflation as it relates to the Fest, which may be used at the Committee of the Whole meeting.

Member Locacius, Trustee Gray, Member De Vivo, and Dave Bricker met with Pete from ACE Pyro, the fireworks provider. The cost of the fireworks show will be increasing. More product can be provided at a better price with a longer-term agreement. Proposals for a one-year and a three-year agreement were requested. Member Locacius will have the agreements to present at the October meeting. Another meeting with ACE Pyro is scheduled for October 3. ACE Pyro would like to have three theme ideas to plan for a three-year agreement. The recommendation from the fireworks vendor for saving money is to shorten the time of the show not the product. It is estimated that to produce a show the same as the 2019 show, the new cost would be \$40,000 and may increase five percent each year thereafter.

The Committee was asked to come up with some theme ideas. The following suggestions were made:

- 1) Ladies Night (with a different name)
- 2) Rock in the Park
- 3) 70's Disco
- 4) Elton John
- 5) 2020 Vision

Song ideas are also needed to go with the themes. Committee members are to send theme suggestions to Member Locacius by October 1.

Discussion of how to increase revenue in order to fund an increase in the cost of the fireworks. Options discussed included increasing sponsorships and possibly raising the price of a beer ticket from five dollars to six dollars. There was support for raising the price of beer to six dollars if needed.

By consensus the Committee confirmed support for increasing the proposed fireworks budget from \$35,000 to \$40,000.

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2. Sponsorship Options

Member Steilen proposed creating a VIP area using the Community room and viewing the fireworks from outside the room. Someone will be needed to coordinate the VIP room. The Committee supported the idea.

More benches for seating are needed in the carnival. The idea of providing sponsorship opportunities on benches was discussed and not favored.

Trustee Gray presented a concept for a sponsorship brochure. Amy Blank is currently working on a sponsorship brochure to present to businesses that will include sponsorship offerings for all Village events. There will be a one page insert for the Fest in the brochure.

Member Steilen asked the Committee about allowing sponsors having a presence at the Fest with a booth. A car dealer would be permitted to put a car out on display as a sponsor. The booth would be dependent on the amount the sponsor would offer.

9. New Business

a. Fireworks

Covered under budget in 8.c.1.

b. Special Needs Day

Member Locacius has reached out to Karen Adamczyk about coordinating Special Needs Day. If Ms. Adamczyk is interested, she will be invited to attend the meeting in October.

c. Carnival Contract

The carnival contract is automatically renewed every year for the duration of the three-year contract. In the past, we have signed a contract every year in addition to having the three-year contract. The yearly signing of a contract is an opportunity to go over the rides that will be brought each year and serve as a reminder of the terms, such as no additional food vendors.

d. Homer Days

Member De Vivo would like to see the community businesses participate in the week of the Fest by promoting a week of "Homer Days" by offering special sales and other activities (e.g. sidewalk sales) to promote the community.

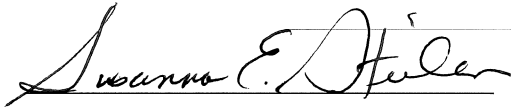
10. Next Meeting – October 15, 2019

Next meeting scheduled for October 15 at 6:00 p.m.

11. Adjournment

Member Kalas made a motion to adjourn the meeting. Second was made by Member Drabik. The motion passed unanimously. The meeting was adjourned at 7:44 p.m.

Respectfully Submitted:

A handwritten signature in cursive script, appearing to read "Sue Steilen", written over a horizontal line.

Sue Steilen
Community Relations Coordinator
Village of Homer Glen