

# Homer Community Festival Committee

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Minutes of the Meeting on  
April 16, 2019

**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 Trustee Caprio.

**2. Pledge of Allegiance**

**3. Roll Call; Establish Quorum**

Members present at 6:00 p.m. were Trustee Carlo Caprio, Mike De Vivo, Tony Drabik, Todd Fonfara, Trustee Keith Gray, Ed Kalas, Chris Locacius, Sue Steilen, and Debbie Stevens. Sara Rudnik arrived at 6:09 p.m.

Also Present: Ken Bodenhagen, Dave Bricker, Village Manager Karie Friling, Mike Gamprel, Lynda Laskowski, and Facilities Manager John Robinson. Lt. Holuj arrived at 6:04 p.m.

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

Trustee Gray made a motion to add under New Business: Fly By Chicago (Drone Operator); and Advertising, specifically Instagram and Twitter; T-shirt Designs; Security (to be discussed when Lt. Holuj present); and the Remaining Meeting Schedule. Second was made by Member Locacius. Motion passed unanimously.

**5. Approval of Minutes**

a) March 19, 2019

The minutes were not presented for approval.

**6. Public Comment**

None.

**7. Announcements**

None.

**8. Old Business**

a. Reports and Communications from Staff and Committee Members

1. Update Band Contracts

Trustee Caprio reported that all band contracts have been executed. The schedule will be added to the website.

Security

Lt. Holuj reported that he has surveyed the Fest site and discussed hardening areas to prevent vehicle access. Cars will be placed across the entrances on the drive (Heritage Circle). Facilities Manager John Robinson stated Jersey walls will be used where possible. Telephone poles will also be used. The park construction fencing will remain until after the festival. The Sheriff's Auxiliary will also be used for securing the site. A light trailer will also be used to light the back areas. Extra EMA staff will be on site too. Member De Vivo reported that there will be two accesses to the parking lot on 151<sup>st</sup> and Crème Road. He will put together a traffic plan. John Robinson reviewed parking on the Heritage Park site. Handicap parking will be in the front of the Village Hall. The Auxiliary will use the Administration Conference Room for their meetings.

2. Update Sponsors

Member Steilen reported that Xfinity has signed on to be a \$1,000 sponsor. Lakeshore has agreed to be a \$3,000 sponsor if selected as beer vendor. Member Locacius will get contact information for Loyola to Member Steilen. Trustee Caprio suggested reaching out to Ozinga.

3. Update Homer Community Festival Website

Member Rudnik will look into launching the website. She needs the information about the current host. Member Locacius made a motion to recommend that HomerFest switch the website host site to Squarespace; seconded by Trustee Caprio. Motion passed unanimously.

b. 2019 Festival Planning

1. Food Vendor Meeting

Member Steilen will send a notice for a food vendor meeting to be scheduled for May 9 at 9:00 a.m.

Food vendors are as follows:

Ben's Soft Pretzels

Big Joe's Backyard BBQ

Cool Creations

Davidson's Bar & Grill

Kenootz Pizza

Pelican Harry's

Pizza Mia

Trustee Caprio will contact Kenootz Pizza about items to be offered instead of Pizza (e.g. buffalo wings, calzones . . . ). Cool Creations will bring a trailer. In all, six tents will be needed. Pelican Harry's and Davidson's will each need a grilling spot next to each other.

2. Discussion Regarding Beverage Choices and Beverage Vendors  
Trustee Gray presented pricing from Lakeshore Beverage and a comparison was made with the pricing from Kozol Brothers. Lakeshore will provide a sponsorship of \$3,000 and bar backs. Trustee Caprio made a motion to recommend using Lakeshore Beverage for the 2019 Homer Community Festival with the same selections as last year with the addition of the Limearita, Strawberita, and Smirnoff Red, White, and Berry beverages.
3. Discussion Regarding 2019 Homer Community Festival Layout  
Member De Vivo presented a proposed layout plan. He recommended that gravel be placed at the entrance from the paved service to the tent area. The gravel can be removed later if desired. Areas for snow fencing were identified. Water access still needs to be worked out, and dumpster placement locations need to be identified.
4. Discussion Regarding Tents  
Trustee Gray reported that everything is on the quote. The food vendor tents will be confirmed after the food vendor meeting. Member De Vivo will meet with the tent company to discuss tent set up.
5. Discussion Regarding Temporary Road Options  
Discussion to be continued next month.
6. Discussion Regarding Parking Options  
Member De Vivo will have a parking plan next month. An IGA has been approved with Homer Township to use the sports area for additional parking.
7. Discussion Regarding Volunteers Organizations  
Trustee Gray has reached out to the Lockport Porters Boosters, Homer Glen Arts Guild, Lockport Band/Color Guard, Goodings Grove PTO, Homer Glen Junior Woman's Club, Operation Care Package, TLC, Knights of Columbus and the VFW Auxiliary.

Trustee Gray was unable to find someone to take the first time slot on Saturday, from 1:30- 7:00 p.m. He will continue to try and reach out to more organizations. Committee members may need to fill in. Member Stevens will talk to Operation Care Package to see if they can come in earlier.

Trustee Caprio made a motion to accept the following volunteer organization schedule as presented by Trustee Gray:

Thursday, June 20, 4:30 – Midnight	Goodings Grove PTO
Friday, June 21, 4:30 – Midnight`	Homer Glen Junior Woman's Club
Saturday, June 22, 1:30 – 7:00 p.m.	<i>open</i>

Saturday, June 22, 6:30 – Midnight            Operation Care Package  
Sunday, June 23, 1:30 – 8:00 p.m.            Knights of Columbus  
Second was made by Trustee Gray. The motion passed unanimously.

8. Discussion Regarding Special Needs Day

Member Stevens and Member Steilen will meet with the Lincolnway Special Recreation Association to discuss reaching out to those families with Special Needs. Member Steilen will create a flyer and registration form. The Print Exchange and Momentum Dance Studio have expressed interest in being a Special Needs Day sponsor. The owner of Momentum Dance Studio is unable to attend the meeting to present her request for students to perform. Trustee Gray, Trustee Caprio and Member Locacius will meet with the owner of Momentum Dance Studio to discuss the involvement required for a student performance on Special Needs Day. Member Steilen will assist in coordinating a meeting.

9. New Business.

a. Fly By Chicago (Drone Operator)

Trustee Caprio received a proposal from Fly By Chicago for \$999 to provide drone video service for the event. In addition to the Committee's satisfaction with the service provided by Fly By Chicago for last year's festival, Trustee Gray expressed that the video is important to showcase the new location of Heritage Park. Trustee Caprio made a motion to approve using Fly By Chicago to provide drone video service for the Homer Community Festival to do two day and two night shots, collaborate the videos, and provide one highlight video for each day, and one combination highlight video containing all of the other footage. It is understood that the amount of \$999 will come from the advertising line item of the Festival budget. Second was made by Ed Kalas. The motion passed unanimously.

b. Advertising – Instagram and Twitter

Trustee Gray had suggest using @HeritagePark on t-shirts and promotional materials. Member Steilen had checked to see if @HeritagePark was available for a Twitter account, and only @HeritagePark20 was available. The Committee consensus was that the Twitter account was not necessary. The designation will still be used on the t-shirts and materials. Instagram will be pursued for additional advertising. Member Stevens suggested the theme "Love is in the Air" for the fireworks, which will be featured on the posters.

c. T-shirt Designs

Trustee Gray presented examples of t-shirt designs. Trustee Caprio made a motion to go with the design provided by Trustee Gray, which

includes @HeritagePark, 2019 in solid color, and the slogan “Making New Traditions @Heritage Park on the back for the staff t-shirts. Second was made by Tony Drabik. The motion passed unanimously.

Member Locacius made a motion for the t-shirt color selection to be coral for staff, neon green for volunteers, and sky for Special Needs Day. Second was made by Trustee Gray. The motion passed unanimously.

d. Security

This item was discussed following 8.a.1. Band Updates

e. Remaining Meeting Schedule

By consensus, meetings will be scheduled every week beginning with April 30. The special meetings will be scheduled for 6:30 p.m. The standard meeting will remain at the scheduled time of 6:00 p.m.

Member De Vivo has ordered the signs and will bring one of each to show at the next meeting.

Power supplier is to be added to the next agenda.

Trustee Caprio will talk to Ken Rafter about Night Security.

Member Stevens contact All Around Amusements to see if there will be any additional rides that are not included in the Mega Pass.

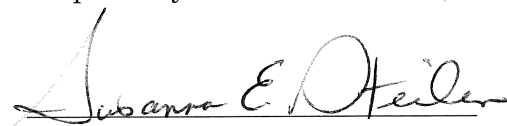
**10. Next Meeting – May 21, 2019**

Next meeting scheduled for April 30 at 6:30 p.m.

**11. Adjournment**

Member Kalas made a motion to adjourn the meeting. Second was made by Trustee Gray. The motion passed unanimously. The meeting was adjourned at 7:40 p.m.

Respectfully Submitted:



Sue Steilen  
Community Relations Coordinator  
Village of Homer Glen