

JUBILEE DAYS FESTIVAL COMMISSION MINUTES

July 18, 2016

12:00 p.m.

Present: Rich Walker
John Lewis
Ann Ennesser
Carla Villalobos
Christine Wertman
Les Martin
Craig Butkovic
Cheri Neal
Steve Dumyahn
Diane Burkemper

Absent: Scott Murphy
Brent Paxton

Minutes

It was moved by Carla Villalobos, seconded by Ann Ennesser, to approve the minutes of a meeting held on June 27, 2016. Upon voice vote, all answered aye. Motion carried.

Treasurer's Report

Diane Burkemper reported that to date, \$1,600 has been receipted for parade fees and \$6,950 for sponsorships, total revenue \$8,500. One disbursement has been made to date which was the 50% deposit for fireworks to Spectrum Pyrotechnics in the amount of \$2,500.

It was moved by Carla Villalobos, seconded by Christine Wertman, to accept the Treasurer's Report as presented. Upon voice vote, all answered aye. Motion carried.

Parade Units Pending Approval

Rich Walker stated that, at the June meeting, the Commission approved the Elite Striders parade unit subject to his performance review. Carla Villalobos reported that she was unable to see them perform at the Waukegan July 4th Parade as they were not performing when they passed by her. Rich Walker approved Elite Striders with a fee of \$400 based on improvement he witnessed on YouTube videos.

It was moved by Ann Ennesser, seconded by Carla Villalobos, to approve parade units,

“Los Paisanos” Mariachi Band	2,000.00
West Suburban Shrine Club’s Roaring ‘57’s	500.00
Medinah Shriners Fire Unit	450.00
Living Iwo Jima Float	500.00
Total	3,450.00

Upon voice vote, all answered aye. Motion carried. Total expense for all approved units requiring fees to date is \$14,800.00.

Carla Villabolos asked if the Commission ever counter offers a proposed parade fee. Rich Walker stated that he does it all the time.

Les Martin asked if there was any rhyme or reason for the amount the Commission pays participants other than that's how much they ask for. Rich Walker stated that the fees are somewhat of a market price being what the participants are able to get at other events. He stated that decisions made on parade participants are somewhat subject to individual preferences. He stated that some participants are recommended because they cater to a specific group in the overall community make up. Les Martin stated that the Commission may need to trim back on fees if the financial situation worsens.

Rich Walker stated that he is still waiting on a response from the Navy Band Great Lakes. He stated that, if they agree to participate, he will not pursue the Great Lakes NTC Units as only one would come, not both.

Public Awareness of Parade Route Change

Rich Walker stated that he is publishing a series of press releases which started last week in the ZB News. He stated that he has been unsuccessful in running the releases in The News Sun.

It was decided that flyers announcing the parade route change should be delivered to residents along 27th Street from Sheridan Road to Galilee Avenue. Christine Wertman will create 100 flyers in an 8.5 x 11" format. Cheri Neal will schedule the summer work program youth to deliver the flyers. Local businesses will be included. Businesses located in the staging area on Sheridan Road from 29th Street to 31st Street will also be notified of the road closure in front of their business during the parade.

Ann Ennesser suggested that the Public Works Department's large electronic sign be displayed in the days prior to the parade.

Rich Walker stated that the parade route change should be posted on the City's website.

It was agreed that signs would be printed to place on the parkway along 27th Street warning parade goers that the parade will not pass by on 27th Street. It was moved by Cheri Neal, seconded by Steve Dumyahn, to approve the purchase of parade route change signs in an amount not to exceed \$1,000. Upon voice vote, all answered aye. Motion carried.

Cheri Neal suggested that non-police personnel patrol 27th Street on parade day to notify anyone setting up to watch the parade that it will not pass by there. It was suggested that ESDA personnel take on this task.

Rich Walker stated that parade participants were advised of the parade route change in his first mailing to them. He stated that he will provide detailed information regarding the end of the parade when he makes another mailing to them in the first part of August.

Steve Dumyahn stated that there will be no closed route at the end of the parade. He recommended that traffic exiting from the staging area use 30th Street. He stated that ESDA should plan on playing a larger role. He stated that No Parking signs could be placed on 30th Street to keep residents from parking on both sides of the street to allow parade units to pass through.

The NJROTC members will serve as banner carriers. Ann Ennesser will notify the Commander.

Carla Villalobos stated that she needs a golf cart. John Lewis stated that he will check on the golf cart count for ESDA.

Activities

The Mayor's Prayer Breakfast and the Queen's Pageant preparations are progressing.

NEXT MEETING

The next meeting will be held on August 22, 2016 at 12:00 noon.

There being no further business to come before the Commission at this time, the meeting adjourned at 12:45 p.m.

Diane Burkemper
Secretary/Treasurer