



Agenda
Village of Arlington Heights
Special Events Commission
Commissions Room-33 S. Arlington Heights Rd., AH 60005

July 10, 2024
7:00 PM

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF MINUTES

- A. Special Events Commission Minutes: May 8, 2024

IV. REPORTS

V. OLD BUSINESS

- A. Autumn Harvest 2024
- B. Tree Lighting 2024

VI. NEW BUSINESS

- A. Hearts of Gold 2025

VII. OTHER BUSINESS

VIII. PUBLIC COMMENT

IX. ADJOURNMENT

Persons with disabilities requiring auxiliary aids or services, such as an American Sign Language interpreter or written materials in accessible formats, should contact Erin Mercado, at 33 S. Arlington Heights Road, Arlington Heights, Illinois 60005, emercado@vah.com or (847)368-5793.

Minutes for Special Events Commission Meeting: May 8

Meeting called to order by Diane Jamieson at 7:08 p.m. in the Commissions Room at Village Hall.

- **Present:** Brad Katz, Diane Jamieson, Laurie Mitchell, Cari Boyle, Colleen Gaughan, Kelly Barash, Jennifer Eichorn, Karen DeZellar, Michelle Harris, Kevin Seifert, Keri Stanley, Steve Fromm
- **Also Present:** Staff Liaison Avis Meade
- **Absent:** Matt Fink

APPROVAL OF MINUTES

- Pending changes that MacArthur is not participating/available in Swing into Spring as mentioned in previous minutes, a motion to approve the minutes from April 24, 2024, by Brad Katz and seconded by Laurie Mitchell

OLD BUSINESS

- **Swing into Spring 2024**

Swing into Spring is scheduled for Saturday, May 18th, 11 a.m. – 2 p.m. at North School Park, with the Community Bike Race hosted by the Bicycle and Pedestrian Commission scheduled for 9 a.m. on Eastman. Volunteers are light due to timing of high school prom events.

Commissioners will need to be on-site to assist for tables & chairs setup, crafts, and tattoos.

Attendants will be on-site for all attractions. Staff will announce on social media, “seeking high school aged volunteers to assist with Swing into Spring for service hours. Fill out form if you are interested in participating.” Food will be Garibaldi’s Pizza and food trucks Sweet Ride, and La Catrina. St. John’s will provide vendor parking in the north lot but will need the south lot off of Eastman. Staff will place Amazon order.

- **Autumn Harvest 2024**

Autumn Harvest will take place on Saturday, October 5th, 11 a.m. – 2 p.m. at North School Park. Kevin will call the sunshine farm to confirm a petting zoo, horses for carriage ride and hay. The Commission expressed some potential concerns for maintaining the scarecrow decorating contest as-is, and stated the need to assess volunteer time and the clothing resources required for the scarecrow decorating contest to continue at its current size/scope. Additional fall themed rides or attractions will be researched, and will be considered at future meetings.

- **Tree Lighting 2024**

Tree Lighting 2024 will take place on Friday, Nov. 29th, 4:30 – 6:30 p.m., with the tree lighting at 5 p.m. Trolleys have been reserved and reindeers have been hired. To help improve accessibility, commissioners have inquired about a handicap accessible vehicle. An NWSRA van will be available for driving and it does have a lift for a wheelchair but it does not come with a driver, and therefore is not a viable option. Staff will inquire about a pace bus for hire and will ask the Village’s Accessibility Coordinator for suggestions.

NEW BUSINESS

OTHER BUSINESS

ADJOURNMENT

- A motion was made to adjourn at 7:38 p.m. by Brad Katz with a second from Laurie Mitchell.