



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

May 8, 2024
7:00 PM

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF MINUTES

- A. Minutes for Special Events Commission April 24, 2024

IV. REPORTS

V. OLD BUSINESS

- A. Swing into Spring 2024
- B. Autumn Harvest 2024
- C. Tree Lighting 2024

VI. NEW BUSINESS

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: April 24, 2024

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
- **Also Present:** Staff Liaison Avis Meade
- **Absent:** Steve Fromm, Michelle Harris, Kevin Seifert, Matt Fink, Keri Stanley

APPROVAL OF MINUTES

- A motion to approve the minutes from March 14, 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. Sponsors Bartlett Tree will provide saplings and Katie Schor will provide a face painter. Volunteers will be on site 11 a.m. – 2 p.m. in one shift. District 214 students will be encouraged to volunteer. Pizza will be ordered for 10 a.m. and 12 p.m. Live music will be provided by MacArthur Middle School and El Rey, and dancers from Vibettes and Vibe-Bros will also perform. A walk-through will take place on Monday, May 13th at 9 a.m.

- **Autumn Harvest 2024**

Autumn Harvest will take place on Saturday, October 5th, 11 a.m. – 2 p.m. at North School Park. South middle school band will perform. Staff will contact the same company that provides the horses for the hay ride, to inquire about a petting zoo. Commissioners expressed some concern over the provision of clothing for the Scarecrow Decorating Contest, and some additional interest in a fall/Halloween themed ride or attraction was expressed. More information will be gathered and provided at the next meeting.

- **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 will be reserved. NWSRA will be contacted regarding providing a handicapped van for the event, as no accessible trolleys are available from all companies contacted. Staff will circle back with Public Works regarding a new display at North School Park from the Village, with a sign that spotlights our sponsors on the day of the event. Staff will confirm reindeer from same company as previous years.

NEW BUSINESS

OTHER BUSINESS

ADJOURNMENT

- A motion was made to adjourn at 8 p.m. by Colleen Gaughan with a second from Kelly Barash