



City of Highland Park

1707 St. Johns Avenue
Highland Park, Illinois 60035
www.cityhpil.com

For Immediate Release

July 3, 2023

Media Advisory

Staff Contact

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Updated Highland Park, IL July 4, 2023 Planning

Highland Park, Illinois – The City of Highland Park and the Park District of Highland Park have planned a slate of events for July 4, 2023 to provide the community with multiple opportunities to gather. All times are approximate:

- **Remembrance Ceremony** (10:00 AM, City Hall)
- **Community Walk** (11:00 AM, City Hall or St. Johns & Elm)
- **Independence Day Community Picnic** (11:30 AM - 1:30 PM, Sunset Woods Park)
- **Gary Sinise & the Lt. Dan Band Concert & Entertainment** (5:00 PM Entry / 7:30 PM Concert, Wolters Field)
- **We Are Highland Park Drone Show** (9:30 PM, Wolters Field)

This media advisory includes important logistical information that will facilitate your coverage of the events in Highland Park on July 4, 2023, including:

- General event considerations, registration/check-in information, emergency notification information
- Parking & staging areas
- Detailed event-specific information for on-site teams
- Contact information for City, Park District, and Gary Sinise Foundation staff

This advisory also includes the anticipated dignitaries list and remarks from the Remembrance Ceremony speakers; remarks are embargoed until 10:00 AM on Tuesday, July 4.

Day-of Reminders

- Please carry visible press credentials.
- QR codes are **required** for entry to the Remembrance Ceremony and the Gary Sinise & Lt. Dan Band Concert at Wolters Field. **If you have not received your QR code(s), please email communications@cityhpil.com.**
- Events will be held rain or shine. In the event of severe weather, the City of Highland Park, the Park District of Highland Park, the Gary Sinise Foundation and/or Hire UAV Pro (as applicable) may mutually determine that modifications to the planned event schedule, including cancellation, may be in the best interest of public safety. Such changes will be communicated via emergency text notifications (information below / text **HPJULY4** to **67283**), website/eNews/social media, and *email* outreach to press who have *registered in advance* as indicated above.
- Press must pass through security to be admitted to the Remembrance Ceremony, Community Walk, and Concert event areas. Secondary staging area is excluded.
 - Metal detectors (including follow-up screening if alarm sounds)
 - Bag checks
- Parking areas are located approximately two blocks or less from the event areas. It is recommended that crews bring wagons for all necessary equipment. QR codes do not provide in/out access. Media parking for the Remembrance Ceremony *only* is within the event area. Media parking for the concert is outside of the event area. Re-entry will not be permitted.
- The City and Park District of Highland Park request that the press avoid use of drones and helicopters, to allow public safety operations to proceed without interruption.

Media Parking & Staging Areas:

The final parking and staging maps are now available:

- [Downtown Highland Park Event & Parking Map](#)
- [Wolters Field Event & Parking Map](#)

Travel between City Hall and Green Bay Road parking locations in Downtown Highland Park will *not* be possible. Travel between City Hall and Sunset Woods Park parking locations will *not* be possible. Travel between Green Bay Road and Sunset Woods Park parking locations *will* be possible via a northern route. Central Avenue will be closed to all traffic for the duration of daytime events. Reporters are not invited to join the walk in an official capacity. No roving cameras or interviews will be permitted during the walk.

Early Morning and Morning Coverage – Secondary Staging (Central & Green Bay)

For early morning coverage (set up beginning at 4:30 AM), recommended staging is at the intersection of Central Ave. & Green Bay Road. Parking for the secondary staging area is available at the North Shore School District 112 administrative office parking lot, located at 1936 Green Bay Rd. (Green Bay Rd. between Elm Pl. and Park Ave. W.), also indicated by the yellow asterisk on the attached map. Parking is approximately one block north of the secondary media staging area at the intersection of Central Ave. & Green Bay Rd. The secondary staging area is indicated on the map with a purple asterisk.

There is no required check-in at this location. Please submit the license plate numbers of vehicles planning to park in the designated media parking area and note the number of staff assigned to this location. A City volunteer will be at this location from 4:30 AM until the walk passes.

Remembrance Ceremony – Primary Staging (City Hall, 1707 St. Johns)

Access to City Hall is within the event perimeter, and press will *not* have access to Primary Staging at City Hall until 7:45 AM. Media parking is available at the south end of the Metra parking lot on St. Johns Avenue, just west of City Hall, identified by a yellow asterisk on the attached map. Members of the media are requested to arrive at City Hall no earlier than 7:45 AM. Advance access to the parking lot will not be available. If you arrive earlier, you should wait in your vehicle along St. Johns Avenue. All media partners should carry visible press credentials and may be asked to show them at road closure access points as indicated on the map.

Community Walk – Secondary Staging (Central & Green Bay)

Parking for the secondary staging area is available at the North Shore School District 112 administrative office parking lot, located at 1936 Green Bay Rd. (Green Bay Rd. between Elm Pl. and Park Ave. W.), also indicated by the yellow asterisk on the attached map. Parking is approximately one block north of the secondary media staging area at the intersection of Central Ave. & Green Bay Rd. The secondary staging area is indicated on the map with a purple asterisk. If you arrived for early morning coverage, you are permitted to stay in this area for the Community Walk. There is no time restriction for entering or exiting this lot. Note that street closures may make entering and exiting challenging. Again, it will not be possible to move between this area and City Hall.

Independence Day Community Picnic

Parking for the Independence Day Community Picnic is available at Sunset Woods Park, and is indicated by a purple circle on the map. Limited parking and the media staging area will be located on the grass area near the tennis courts. Crews parking at City Hall will *not* be able to tear down and drive to the Picnic area due to road closures. Entry to the Park is only available via Park Avenue. Press covering the Secondary Staging area may drive to Picnic parking by traveling north on Green Bay Rd., turning left (west) on Park Ave., and then turning left (south) on Sunset Rd.

Gary Sinise & the Lt. Dan Band Concert & Entertainment at Wolters Field

Press parking for the evening activities at Wolters Field is available in the office park at 1170 Park Ave W including the west lot of VCA Cairo Animal Hospital, indicated with a yellow asterisk on the attached map. **Press access to the event area will begin at 4:30 PM. Please arrive promptly at 4:30 PM to facilitate security and access to the availability staging area.**

Press Contacts:

- Pre- & post- event coverage: Amanda Bennett (224.707.7223 / abennett@cityhpil.com)
- Day-of on-site contact: **Alyssa Knobel (847.274.1238 / aknobel@amcommunicationsteam.com)**
 - Spokespeople for the City of Highland Park are limited to Mayor Nancy Rotering and City Manager Ghida Neukirch. The 9 AM media availability at City Hall will be the only opportunity to speak with them on July 4.
 - Volunteers or City staff (wearing “Volunteer” or “Staff” t-shirts) can also assist with connecting on-site press with Alyssa.
- All other day-of inquiries: Amanda Bennett (224.707.7223 / abennett@cityhpil.com)
 - To allow on-site teams to focus of the needs of on-site press, if your inquiry is *not* specific to on-site coordination or on-site needs, please contact Amanda (who will be off-site.)
- Independence Day Community Picnic / Park District of Highland Park contacts:
 - Brian Romes, Executive Director/Spokesperson (bromes@pdhp.org)
 - Liz Gogola, Director of Marketing & Communications (847.830.0881 / 847.830.0881 / lgogola@pdhp.org)
- Gary Sinise & Lt. Dan Band Concert / Gary Sinise Foundation contact:
 - Josh Knoller, GSF Publicist, Josh@nicholaslence.com, (201) 294-9586
 - Stacey Abrams, GS Operations, SAbrams@garysinisefoundation.org (818) 681-2782

Emergency Event Notifications:

Sign up for emergency text notifications by texting **HPJULY4** to **67283**. The list will only be used for July 4 event notifications and discontinued thereafter.

In the event of severe weather, the City of Highland Park, the Park District of Highland Park, the Gary Sinise Foundation, and/or Hire UAV Pro (as applicable) may mutually determine that modifications to the planned event schedule, including cancellation, may be in the best interest of public safety. Such changes will be communicated via emergency text notification, website/eNews/social media, and *email* outreach to press who have *registered in advance* as indicated above.

Event Perimeter & Road Closures:

Staging of the event perimeter for the Remembrance Ceremony & Community Walk is underway. The linked maps include information regarding road closures and directions for access to parking (https://www.cityhpil.com/news_detail_T21_R1034.php.) Road closures are expected to begin overnight on July 3 into July 4, and will be in place until it is safe to remove them. Once teardown is complete, media crews may depart via the same entry points until all roads have been reopened. It is anticipated that roads will be fully reopened by 2:00 PM.

Facilities:

City Hall will not be open to the public. Port-o-lets will be available on the north end of the Metra lot along St. Johns Ave., near the intersection of St. Johns and Laurel Avenues, as indicated on the attached map.

Restroom facilities at the Independence Day Community Picnic will be available on park property.

The locations of restroom facilities at Wolters Field are indicated on the attached map.

Support:

Support services will be available during the Remembrance Ceremony at City Hall and throughout the Community Walk Route. The Crisis Response Team (CRT) support includes:

- Trained English- and Spanish-speaking crisis counselors (City Hall and along the Community Walk route)
- Therapy dogs (City Hall)

The City recognizes that reporting on incidents of mass violence is challenging for journalists, photographers, and videographers. Please advise on-site teams if you need support services.

Recommendations & Guidance

City recommendations for sharing information about the Highland Park shooting and the one-year remembrance are available at cityhpil.com/togetherhpmedia.

- Avoid naming the shooting as “Fourth of July Parade Shooting” or similar; instead, use “Highland Park shooting.”
- Avoid use of video or photography showing the shooting in progress or the aftermath as much as possible.
- Avoid broadcasting or interviews at the Temporary Memorial; still photography & b-roll is appropriate. There will be no filming or photography permitted inside the Temporary Memorial.
- Victims’ names should be in alignment with the names as written at the Temporary Memorial:

Katie Goldstein

Irina McCarthy

Kevin Michael McCarthy

Stephen Straus

Jacki Lovi Sundheim

Nicolás Toledo

Eduardo Uvaldo

The logo package for “Together Highland Park Unidos” is available at cityhpil.com/togetherhp.

Discouraged Filming Locations:

Out of respect for the victims and their families, it is recommended to avoid filming the following:

- Approaching guests at the Remembrance Ceremony or on the way to the walk
- Intersection of Central Ave. & Second St.
- Walker Brothers storefront
- Port Clinton Square
- Ross Highland Park storefront

Remembrance Ceremony & Community Walk

Date: Tuesday, July 4

Location: Highland Park City Hall Lawn, 1707 St. Johns Ave., Highland Park

Arrival begins: 7:45 AM. There will be **no access** to the parking area or check-in until 7:45 AM. The City is unable to accommodate early arrivals. Please stage your vehicle traveling north along St. Johns Avenue and remain in your vehicle. Press will not be able to enter the parking lot traveling south on St. Johns.

Directions: Take the Lake-Cook Road exit off Rt. 41, take Lake-Cook Road east to Sheridan Road, turn left on Sheridan Road, then turn right on St. Johns Ave. Alternatively, take Lake-Cook Road east to Green Bay Road, turn left on Green Bay Road, turn right on Roger Williams Ave., turn left on St. Johns Ave.

Check-in/access to event area begins: 7:45 AM

Registration & Check-in

- **All media partners *must register online in advance of the events in order to be admitted to the secure event area.*** Registration is also required for the general public. Registration is available at wearehighlandpark.enmotive.com. On-site registration is limited and not guaranteed. **Individuals will *not* be admitted to the secure event area without a ticket and accompanying QR code.**
- In addition to online pre-registration for the events, media partners should email communications@cityhpil.com no later than Wednesday, June 28 with the following information for on-site staff:
 - License plate numbers of vehicles parking in the designated media parking area
 - # of staff assigned to each location
 - City Hall (Primary)
 - Central & Green Bay (Secondary – for Community Walk)

To facilitate ease of entry, the City will share this information with the individuals assigned to work at each entry point.

- All media partners should carry visible press credentials.
- Individuals should bring either a screenshot or printout of the QR code received upon registration to access the event area. The same QR code cannot be used for more than one person.
- All individuals must check-in with their QR codes and pass through security to access the event area. The event area is indicated on the attached maps. Security measures include metal detectors, bag checks, and working K9s. Please allow extra time for security upon arrival. Information about security measures, including a list of prohibited items, is available at cityhpil.com/july4.

- QR codes do not provide in/out access from the secure event area. If necessary to step outside the event area, you will need to re-register online to obtain a new QR code and pass through security checks again.

Media availability with Mayor/City Manager: 9:00 AM

- Mayor Roterling and City Manager Ghida Neukirch will take questions from 9:00 AM – 9:20 AM at the corner of Hazel & St. Johns, the same location as the 2022 vigil. **This will be the only media availability for City officials on July 4, 2023.**
- No prepared remarks; Q&A only.
- While other dignitaries and elected officials may be in attendance at the Remembrance Ceremony, the City is not coordinating media appearances for any individuals beyond the Mayor and City Manager. A list of anticipated dignitaries will be issued on Monday, July 3, embargoed until 10:00 AM on July 4.
- Note: This location will not provide a good angle for coverage of the Remembrance Ceremony. It is recommended that media partners bring an additional tripod for camera staging within the designated area closer to the podium upon arrival or another crew. As members of the public arrive, it may be difficult to move a tripod and camera from the corner into place for the Ceremony.
- The City does not have a media rack; it would be appreciated if one could be provided.
- Due to public safety concerns, there will not be an opportunity to lay cable.

Guest List/ Dignitaries in Attendance

A list of elected officials and dignitaries is attached and embargoed until 10:00 AM on July 4. The City is not coordinating media availability for individuals other than Mayor Roterling and City Manager Neukirch. It is recommended that press reach out to the appropriate contacts for each individual. Please respect the tight timeline and refrain from stopping dignitaries for interviews between the Remembrance Ceremony and the Walk. Roving reporting during the Walk will not be permitted.

Remembrance Ceremony: 10:00 AM

The Remembrance Ceremony will begin promptly at 10:00 AM. The program includes a prelude of music by the Highland Park Strings, welcome and remarks by Mayor Nancy Roterling, remarks by interfaith clergy, a reading by the City's poet laureate, and a moment of silence at *about* 10:14 AM. Media partners are asked to refrain from speaking during the moment of silence to preserve the solemnity of this time. The City will observe a full minute of silence.

- Media staging for filming/broadcast of the Remembrance Ceremony will be delineated with white paint on the City Hall lawn adjacent to the front doors of City Hall. As attendance is anticipated to be strong, please do not stage tripods outside the designated area. If you stage outside the area, you may be asked to move.
- The sound crew located in front of City Hall will provide a press box and will be able to assist with obtaining clean audio.
- The City will be providing a livestream of the Remembrance Ceremony for those who are not able to attend in person. The livestream videographer will be in a designated area. Please remain within the designated staging area to avoid disrupting the stream.
- Temporary Memorial: The Temporary Memorial is located adjacent to City Hall in the Rose Garden. The City requests that crews avoid broadcasting or filming at and inside the Temporary Memorial, particularly when grieving individuals may be visiting during the ceremony.
- Roving reporters/public interviews: The City urges media partners to be respectful of victims' families and individuals who were injured, as well as community members for whom high media visibility may be re-traumatizing. Please avoid approaching individuals in the reserved seating area for interviews as attendance is expected to be high, and re-seating individuals will be difficult.
- The Remembrance Ceremony Program, is attached to this email.
- Remarks for speakers at the Remembrance Ceremony and the list of dignitaries anticipated to attend will be issued to media partners on Monday, July 3, and embargoed until 10:00 AM on Tuesday, July 4.
- The City and Park District of Highland Park request that press avoid the use of drones and helicopters, to allow public safety operations to proceed without interruption.

Teardown

Breakdown at City Hall may begin once the Remembrance Ceremony has concluded. It is anticipated that many attendees from the Remembrance Ceremony will wish to join in the Community Walk. Please allow extra time for teardown as crowds will need to disperse.

- There will be no further events at City Hall after the conclusion of the Remembrance Ceremony.
- Public access to the Temporary Memorial will resume once the event area has been dismantled and the streets have been reopened. If remaining on-site at City Hall following the event, please continue to avoid filming or photography in the Temporary Memorial. Wide shots from the entrance (in line with the two welcome plaques) is OK.

Transition to Community Walk: *anticipated 10:45 AM*

Following the conclusion of the Remembrance program, dignitaries present at the podium and in VIP seating will be escorted out and community members in attendance will be instructed to begin moving towards the step-off point of the Walk at Laurel & St. Johns.

- In the interest of public safety, roving cameras and interviews are not permitted during the Walk. You will be asked to step aside if you are using a roving camera.
- If interested in obtaining non-pool footage of the walk, it is recommended that networks designate two crews for the July 4 events (one to be staged at City Hall, and one to be staged at Central & Green Bay) as the entirety of the walk is within the secure event perimeter. Travel to the second location will not be possible if only one crew is scheduled.
- Media will be allowed to set-up on the north side of Central at Green Bay Road to capture walkers moving west on Central. They may park at the locations indicated on the map and walk into the area for filming. No one may cross into the intersection before or during the walk as a secure perimeter will be in place.

Community Walk: *steps off 11:00 AM at the intersection of Laurel & St. Johns*

- In the interest of public safety, roving cameras are not permitted during the Walk. You will be asked to step aside if you are using a roving camera.
- Please use the secondary staging location. You will have a clear view to capture the walkers and signage proceeding down Central Avenue.
- Community members attending the walk but not the Remembrance Ceremony will check-in at St. Johns & Elm. No media staging is provided at this location.
- Out of respect for grieving family members, the City requests that crews avoid staging at Port Clinton Square; while this is a public area and thus access cannot be restricted, it is also the space where individuals were killed. Your support in maintaining this area as a solemn place of reflection on July 4, 2023 is deeply appreciated.
- It is recommended that coverage of the Community Walk focus on the community reclaiming this space; out of respect for victims, it is recommended that filming of the following locations be avoided:
 - Intersection of Central Ave. & Second St.
 - Walker Brothers storefront
 - Port Clinton Square
 - Ross Highland Park storefront

Independence Day Community Picnic

Registration & Check-in

Please include whether your teams plan to attend the Picnic when sharing registration information with the City. The City will provide these details to the Park District. Press attending the Picnic should be prepared to display press credentials, even if provided upon entry to the City Hall staging area.

Staging & Parking

Media parking and staging will be available in the grassy area adjacent to the Sunset Woods Park tennis courts as indicated by the purple circle on the map. Parking attendants will be available to direct the media to the location.

Media Availability

No formal media program is planned. We ask that the media be respectful of our residents during the picnic as it will be their first opportunity in three years to gather to enjoy a relaxing afternoon, reconnect with each other, and celebrate our nation's Independence Day.

Gary Sinise & Lt. Dan Band Concert & Evening Entertainment

Registration & Check-in

Registration is required for this event; however, public registrations are now at capacity and the registration link has been disabled. Individuals who do not have a QR code will not be admitted to the event area. On-site registration is *not* available for this event. Press credentials should be visible.

Check-in and security for this event will follow the process outlined above for the Remembrance Ceremony. Please read carefully and review with on-site teams.

Staging & Parking

Press access to the event area will now begin at 4:30 PM, to accommodate setup times. Press will require an escort backstage. Please plan to arrive at the gates by 4:30 PM to be part of the group. Press parking for the evening activities at Wolters Field is available in the office park at 1170 Park Ave W including the VCA Cairo Animal Hospital lot, indicated with a yellow asterisk on the attached map.

Media Availability

Actor & humanitarian Gary Sinise will have a brief media availability at 6:00 PM prior to the LTDB performance, backstage. Those who have RSVP'd in advance will be brought backstage for interviews.

Concert Pool

Media are invited to film the concert, but RSVP is required to ensure appropriate staging and setup. RSVPs should be directed to the Gary Sinise Foundation's Comms Staff:

- o Josh Knoller, GSF Publicist, Josh@nicholaslence.com, (201) 294-9586
- o Stacey Abrams, GS Operations, SAbrams@garysinisefoundation.org (818) 681-2782

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Q&A Follow-Up From Press Zoom Briefing

- 1. Where can I find the QR code(s)?**

QR codes were emailed directly to the email address used upon registration. Please search your spam/junk email for an email from “events@enmotive.com.” Your QR codes will be accessible via an orange linkbox at the bottom of the email.
- 2. I registered a different vehicle last week; do you need the updated information?**

Updated information would be appreciated. Please email communications@cityhpil.com with your new vehicle make/model/license plate.
- 3. What are the restrictions regarding drones and/or helicopters?**

The City and Park District of Highland Park request that press avoid the use of drones and helicopters to allow public safety operations to proceed without interruption.
- 4. Is there a specific way you would like us to refer to last year's shooting in our scripts so that it is done in a respectful manner?**

Please refer to it as the Highland Park shooting. Please avoid using language that specifically links the shooting to the holiday (such as “Fourth of July Parade Shooting.”) Further information is available in the attached recommendations for media partners, which the City is sharing for informational purposes.
- 5. Will the City be providing a press credential or identification?**

No. Please bring your press ID and the QR code(s) received upon registration through wearehighlandpark.enmotive.com.
- 6. When will the walk pass the secondary staging site?**

It is anticipated that the walk will reach the intersection of Green Bay and Central at approximately 11:30 AM. This is dependent on the departure time.