

AGENDA

MUNDELEIN COMMUNITY DAYS COMMISSION MEETING

April 17, 2025 - 8:00 AM  
Village Hall - Room 101  
300 Plaza Circle, Mundelein, IL 60060

I. CALL TO ORDER

II. ATTENDANCE

III. MINUTES APPROVAL

- A. Approval of the March 20, 2025 Minutes

IV. PUBLIC COMMENTARY

V. 2025 MUNDELEIN DAYS PLANNING

A. Layout

B. Budget

C. Sponsorship

D. Fireworks

E. Parade

1. Parade Route Change

Motion to change the parade route to stage at Mundelein High School, travel east on Hawley St., south on Seymour Ave., east on Hammond St., and conclude at Archer Ave/Hammond St.

F. Carnival

G. Pageant

H. Music

I. Munch / Food Vendors

J. Beer Booth

K. Special Events

L. Comments

VI. CONCERTS IN THE PARK

VII. MEMORIAL DAY PARADE

A. Parade Route Change

Motion to change the parade route to stage at the Metra Station, travel west on Division St., north on N. Pershing Ave., and conclude at Memorial Park

VIII. NEW BUSINESS

IX. ADJOURNMENT

X. NEXT MEETING - MAY 15, 2025

The Village of Mundelein, in compliance with the Americans with Disabilities Act, requests that persons with disabilities who require certain accommodations to allow them to observe and/or participate in this meeting, or who have questions about the accessibility of the meeting or facilities, to contact the ADA Coordinator at 847-949-3200 to allow the Village to arrange accommodations for those persons.

**CALL TO ORDER**

The regularly scheduled meeting of the Mundelein Community Days Commission was held on March 20, 2025. Chairperson Frasier called the meeting to order at 8:02 AM.

**ATTENDANCE**

Chairperson Frasier took the roll call. It indicated as follows:

**Commission Attendance**

**PRESENT:** Commissioner Biegel, Commissioner Ditanto, Commissioner Salski, Commissioner Newby, Commissioner Quaiyoom, Commissioner Frasier, Commissioner Krummick

**ABSENT:**

**Village Attendance**

**PRESENT:** Village Liaison Kelsey Howe, Commander Brian Kisselburg

**MINUTES APPROVAL**

**Approval of the February 20, 2025 Minutes**

**Motion** to approve the February 20, 2025, Mundelein Community Days Commission Regular Meeting Minutes.

<b>RESULT:</b>	<b>Passed [Yes 7, No 0, Abstained 0]</b>
<b>MOVER:</b>	Commissioner Shah Quaiyoom
<b>SECONDER:</b>	Commissioner Virginia Biegel
<b>AYES:</b>	Virginia Biegel, Laura Ditanto, Ron Salski, Karrie Newby, Shah Quaiyoom, Wallace Frasier, Mike Krummick
<b>NAYS:</b>	None
<b>ABSTAIN:</b>	None

**PUBLIC COMMENTARY**

There was no public commentary.

**2025 MUNDELEIN DAYS PLANNING**

**Layout**

There was no report.

## **Budget**

There was no report.

## **Sponsorship**

Commissioner Newby noted that \$20,400 in donations had been received, which is trailing behind compared to last year. The first beer cup is filled with three diamond-level sponsors. The next solicitation blast will be sent out via email on March 24. Liaison Langelier said the deadline for all sponsors, including in-kind pageant sponsors, will be June 1. The June 1 print deadline will be firm.

## **Fireworks**

Liaison Langelier said the Village Board approved the fireworks contract extension with Mad Bomber Fireworks Productions. Pyrotechnico submitted a proposal that was less favorable than Mad Bomber.

## **Parade**

Commissioner Ditanto will reach out to Navy Band. Liaison Langelier will reach out to the Lake County Mounted Posse.

## **Carnival**

There was no report.

## **Pageant**

Commissioner Biegel said the Lake County Pageant was held. Miss Mundelein won some awards, but no Mundelein Queens placed. Liaison Langelier will work on migrating the pageant website onto the Village's website. The pageant applications are being updated. Commissioner Biegel will reach out to Kevin Quinn at the High School about whom, from the high school, will be coordinating the pageant.

## **Music**

Commissioner Quaiyoom confirmed all bands and vendors are booked.

## **Munch / Food Vendors**

Liaison Langelier said some food vendor applications have been received. A food vendor application for Brothers BBQ 4 U, which is not affiliated with the long-time Munch food vendor Brothers BBQ also submitted an application. The Commission discussed the potential issues with having two vendors with the same name. The Commission will hold the application for Brother BBQ 4 U for now.

## **Beer Booth**

Liaison Langeler is working with Planner Jess Marvin to find a credit card vendor. Liaison Langeler and Commissioner Krummich will review past beer invoices to determine a menu.

## **Special Events**

Liaison Langeler confirmed most events. The caricature artist came in over budget. Liaison Langeler will look for an alternative. The Tool Library has expressed interest in hosting a kids' event. They also asked to host a 50/50 raffle on the festival grounds. The Commission discussed the opportunity to host a 50/50 and ultimately decided it did not align with the Commission's goals and mission. However, the Tool Library can host the 50/50 raffle at the Car Show. Liaison Langeler is looking for an alternative host for the horseshoe tournament.

## **Comments**

There were not comments.

## **CONCERTS IN THE PARK**

Commissioner Quaiyoom said he booked a mariachi band for the August 10 concert. Liaison Langeler will look for another food truck to fill the dates that Serna's Grill cannot attend.

## **MEMORIAL DAY PARADE**

Liaison Langeler confirmed the paid participants are booked. The route will remain the same as last year. Chairperson Frasier provided a biography for the keynote speaker.

## **NEW BUSINESS**

There was no new business.

## **ADJOURNMENT**

Motion to adjourn the Mundelein Community Days Commission meeting. The meeting was adjourned at 8:38 AM.

## **NEXT MEETING - April 17, 2025**

2024 Mundelein Community Days Budget

<b>EXPENDITURES</b>	<b>2023 Actual</b>	<b>2024 Proposed</b>	<b>2024 Acutal</b>	<b>2025 Proposed</b>	<b>2025 Actual</b>
<b><i>Munch:</i></b>					
Dram Shop Insurance	\$600.00	\$850.00	\$600.00	\$750.00	
Tents/VIP Tent/Riser for Sound	\$10,425.00	\$10,500.00	\$7,885.00	\$8,000.00	
VIP Tent Miscellaneous Supplies	\$241.69	\$300.00	\$213.92	\$300.00	
Toilets	\$5,070.00	\$5,300.00	\$5,991.00	\$6,000.00	
Beer, Wine, Pop, Water & Cups	\$22,107.26	\$23,000.00	\$22,323.16	\$23,000.00	
Land Rental	\$0.00	\$5,000.00	\$4,756.54	\$5,000.00	
Public Works Miscellaneous Supplies	\$905.79	\$1,000.00	\$1,010.72	\$1,000.00	
Facility Maint. Miscellaneous Supplies	\$1,833.70	\$1,500.00	\$1,585.42	\$1,500.00	
ComEd	\$0.00	\$500.00	\$500.00	\$500.00	
Informational/Sponsor Signs	\$2,771.00	\$2,500.00	\$3,602.17	\$4,000.00	
Taylor Rental (Tables)	\$280.00	\$250.00	\$232.50	\$250.00	
Ice	\$143.84	\$200.00	\$100.02	\$200.00	
State Liquor License	\$25.00	\$25.00	\$25.00	\$25.00	
Tickets	\$319.30	\$375.00	\$329.18	\$350.00	
Cadders	\$1,800.00	\$1,800.00	\$1,800.00	\$1,900.00	
Munch Security	\$2,300.00	\$2,300.00	\$2,150.00	\$2,300.00	
T-Shirts (Security, Parade, Commission)	\$455.05	\$400.00	\$579.40	\$550.00	
Trash Bags/Sanitizer	\$663.47	\$800.00	\$773.50	\$800.00	
Wrist Bands	\$6.99	\$275.00	\$157.89	\$250.00	
Generators and Portable Lighting Rentals	\$1,754.96	\$1,000.00	\$874.87	\$1,000.00	
<b>TOTAL</b>	<b>\$51,703.05</b>	<b>\$57,875.00</b>	<b>\$55,490.29</b>	<b>\$57,675.00</b>	<b>\$0.00</b>
<b><i>Parade:</i></b>					
Stiltwalker	\$450.00	\$500.00	\$600.00	\$600.00	
Music and Entertainmnet for Parade	\$13,950.00	\$15,000.00	\$14,950.00	\$15,500.00	
Ribbons	\$190.75	\$300.00	\$234.60	\$250.00	
Parade Permit Fee	\$100.00	\$100.00	\$100.00	\$100.00	
<b>TOTAL</b>	<b>\$14,690.75</b>	<b>\$15,900.00</b>	<b>\$15,884.60</b>	<b>\$16,450.00</b>	<b>\$0.00</b>
<b><i>Miss Mundelein:</i></b>					
Pageant Filming	\$450.00	\$450.00	\$450.00	\$450.00	
Judges/Tabulators	\$300.00	\$300.00	\$300.00	\$300.00	
Prize Money	\$2,250.00	\$2,250.00	\$2,250.00	\$2,250.00	
Trophies, Crowns, Banners	\$372.41	\$600.00	\$586.57	\$600.00	
Postage/Printing	\$15.31	\$250.00	\$25.65	\$150.00	
T-Shirts	\$151.00	\$200.00	\$242.00	\$250.00	
Flowers	\$913.68	\$1,100.00	\$992.50	\$1,100.00	
Judges' Dinners	\$254.89	\$350.00	\$166.54	\$300.00	
Signs	\$193.89	\$250.00	\$174.51	\$250.00	
Miscellaneous Supplies	\$142.28	\$250.00	\$85.32	\$250.00	
Photographs	\$125.00	\$125.00	\$150.00	\$150.00	
Lake County Pageant entry fees	\$150.00	\$150.00	\$125.00	\$125.00	
Pagaent Emcee	\$100.00	\$100.00	\$100.00	\$100.00	
Contestant and Volunteer Dinner			\$279.03	\$300.00	
Contestant Prizes/Giveaways			\$644.95	\$0.00	
Pageant Website			\$450.00	\$0.00	
<b>TOTAL</b>	<b>\$5,418.46</b>	<b>\$6,375.00</b>	<b>\$5,648.09</b>	<b>\$6,575.00</b>	<b>\$0.00</b>
<b><i>Music</i></b>					
Music	\$24,800.00	\$27,500.00	\$26,300.00	\$28,000.00	
ASCAP License Fee	\$420.00	\$450.00	\$434.00	\$450.00	
BMI License Fee	\$421.00	\$450.00	\$435.00	\$450.00	
Generator Rental	\$1,658.18	\$1,700.00	\$1,774.50	\$1,900.00	
Sound, Stage, and Lighting	\$12,495.00	\$24,000.00	\$23,737.29	\$24,500.00	
<b>TOTAL</b>	<b>\$39,794.18</b>	<b>\$44,100.00</b>	<b>\$42,680.79</b>	<b>\$45,300.00</b>	<b>\$0.00</b>
<b><i>Fireworks</i></b>					
<b>Fireworks</b>	<b>\$35,000.00</b>	<b>\$35,000.00</b>	<b>\$35,000.00</b>	<b>\$35,000.00</b>	<b>\$40,000.00</b>
<b><i>Events and Activities:</i></b>					
Server's Race		\$250.00	\$0.00	\$250.00	
Butterfly Event	\$230.00	\$230.00	\$400.00	\$400.00	
Horseshoe Pits	\$125.50	\$150.00	\$161.70	\$175.00	
Car Show	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	
Bags Tournament	\$0.00	\$100.00	\$123.04	\$100.00	
Pony Rides & Petting Zoo	\$1,500.00	\$1,500.00	\$1,500.00	\$1,600.00	
Pet Parade	\$225.00	\$250.00	\$259.00	\$275.00	
Dave DiNaso's Reptile Show	\$450.00	\$400.00	\$475.00	\$500.00	
Face Painting	\$38.97	\$50.00	\$40.90	\$50.00	
Balloon Twister	\$614.00	\$575.00	\$614.00	\$625.00	
Caricature Artist	\$400.00	\$600.00	\$450.00	\$550.00	
Princess Meet and Greet	\$600.00	\$200.00	\$0.00	\$0.00	
Magician	\$430.00	\$450.00	\$460.00	\$475.00	
<b>TOTAL</b>	<b>\$6,113.47</b>	<b>\$6,255.00</b>	<b>\$5,983.64</b>	<b>\$6,500.00</b>	<b>\$0.00</b>

2024 Mundelein Community Days Budget

<b>Miscellaneous:</b>			
Sponsor Gift			
Sponsor Tent Food	\$1,223.96	\$1,200.00	\$0.00
Printing, Mailing, Window Clings	\$0.00	\$200.00	\$313.00
Village Float	\$0.00	\$150.00	\$89.14
<b>TOTAL</b>	<b>\$2,003.30</b>	<b>\$1,800.00</b>	<b>\$402.14</b>
<b>TOTAL</b>	<b>\$154,723.21</b>	<b>\$177,305.00</b>	<b>\$171,089.55</b>
<b>REVENUES:</b>	<b>2023 Actual</b>	<b>2024 Proposed</b>	<b>2024 Actual</b>
Parade Entry Fees	\$420.00	\$400.00	\$570.00
Donations	\$67,600.00	\$59,000.00	\$78,000.00
Miss Mundelein	\$1,076.00	\$1,000.00	\$635.00
Beer and Wine Sales	\$73,675.00	\$80,000.00	\$72,199.00
ATM machine revenue	\$1,586.00	\$1,200.00	\$1,222.00
American Legion	\$3,500.00	\$3,500.00	\$3,500.00
Munch Entry Fees	\$11,675.00	\$11,750.00	\$11,600.00
Reimbursement from American Legion for portable toilets	\$975.00	\$975.00	\$975.00
<b>TOTAL</b>	<b>\$160,507.00</b>	<b>\$157,825.00</b>	<b>\$168,701.00</b>
<b>NET</b>	<b>\$5,783.79</b>	<b>-\$19,480.00</b>	<b>-\$2,388.55</b>

	\$1,200.00	
	\$1,200.00	
	\$700.00	
	\$150.00	
	<b>\$3,250.00</b>	<b>\$0.00</b>
	<b>\$180,750.00</b>	<b>\$40,000.00</b>
<b>2024 Proposed</b>	<b>2024 Actual</b>	
\$400.00		
\$59,000.00		
\$1,000.00		
\$80,000.00		
\$1,200.00		
\$3,500.00		
\$11,750.00		
\$975.00		
<b>\$157,825.00</b>	<b>\$0.00</b>	
<b>-\$22,925.00</b>	<b>-\$40,000.00</b>	