

AGENDA

MUNDELEIN COMMUNITY DAYS COMMISSION MEETING

April 18, 2024 - 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 February 15, 2024 Minutes
 - B. Approval of March 21, 2024 Minutes
- IV. PUBLIC COMMENTARY
- V. 2024 MUNDELEIN DAYS PLANNING
 - A. Layout
 - B. Budget
 - C. Sponsorship
 - D. Fireworks
 - E. Parade

F. Carnival

G. Pageant

H. Music

I. Munch/Food Vendors

J. Beer Booth

K. Special Events

L. Comments

VI. NEW BUSINESS

VII. NEXT MEETING - MAY 16, 2024

VIII. ADJOURNMENT

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.

Mundelein Community Days Commission

February 15, 2024

- I. **Call to Order.** The Mundelein Community Days Commission meeting was held Thursday, February 15, 2024. The meeting was called to order by Chairperson Wally Frasier at 8:00 a.m.
- II. **Attendance.** Wally Frasier, Commission Chair; Ron Salski, Park District Representative; Shah Quaiyoom, Music Chair; Karrie Newby, Sponsorship Chair; Commander Brian Kisselburg, Police Department; Kelsey Langelier, Business Services Manager

Absent: Patrick McGovern, Beverage Chair; Laura Ditanto, Parade Chair; Virginia Biegel, Pageant Chair
- III. **Motion** to approve the Minutes from January 18, 2024 meeting. Motion made by Mr. Quaiyoom, seconded by Ms. Newby. Motion carried.
- IV. **Public Commentary.**
- V. **2024 Mundelein Days Planning**
 - A. **Layout.** Ms. Langelier presented the layout map that will be used for advertising. The layout is a first draft and will be edited to show event locations.
 - B. **Kracklauer Park Construction.** Mr. Salski informed the Commission that the Park District received the grant and, therefore, Kracklauer Park will be under construction during the festival. The tennis courts and parking lot will be accessible, allowing the Bags tournament to take place on the tennis courts and the Pet Parade and Boys Scouts to take place in the parking lot.
 - C. **Budget.** No report.
 - D. **Sponsorship.** Ms. Newby said \$8,000 in donations have been received and one is a Beverage Sponsor. The Doubletree hotel is a new sponsor. The second donation letter will be mailed mid-March.
 - E. **Fireworks.** No report.
 - F. **Parade.** Ms. Langelier reported that most of the paid participants are booked. The Navy responded and will follow up in May. The Jesse White Tumblers and Wienermobile have not responded yet. Ms. Ditanto is checking to see if the budget can accommodate the Chicago Highlanders Pipes and Drums band.
 - G. **Carnival.** Chairperson Frasier said that Skinners will attend the next meeting.

- H. **Pageant.** Ms. Langelier reported that the Pageant Committee has yet to schedule a time for the pageant as the Wadsworth pageant is being held the same day. The Committee is meeting tonight to work on updating the information packet, contract, guidelines, and expectations. The Commission, village staff, and village attorneys will have the opportunity to review it. The Committee, Queens, and their parents will start monthly meetings in March at the Fremont Library.
- I. **Music.** Mr. Quaiyoom is looking at DJ's to fill the gap between bands. Ms. Langelier said that Luke's will hold the hot dog eating contest on July 4 and the El Barrio will host the jalapeno eating contest on July 6. Ms. Langelier explained Greg Howland suggested hosting a "food wars" event where local pizza restaurants will be sampled, and one will be deemed the best pizza. This event was held once many years ago. The Commission expressed concerns with potential conflict between food vendors and worried it will not provide enough entertainment.
- J. **Munch/Food Vendors.** Ms. Langelier confirmed El Barrio will not be participating in the Munch this year. The vendor letter will be mailed in early March.
- K. **Beer Booth.** No report.
- L. **Special Events.** Mr. Salski will confirm the date/time of the Park District Dancers. The Commission discussed possible locations for the Horseshoe Tournament, including the Heritage Museum and Memorial Park. Ms. Langelier will look at both locations to ensure there is enough space. The Commission also discussed locations for the pony rides and petting zoo. Ms. Langelier will add the server's race to the schedule.
- M. **Comments.** The Commission discussed the Memorial Day Parade route. The parade route will be the same as last year – stage in Plaza Circle, proceed west on Hawley St, south on Emerald Ave, and conclude at Memorial Park.
- VI. **New Business.** None.
- VII. **Next Meeting.** March 21, 2024
- VIII. **Adjournment.** The meeting adjourned at 8:38 a.m.

Mundelein Community Days Commission

March 21, 2024

- I. **Call to Order.** The Mundelein Community Days Commission meeting was held Thursday, March 21, 2024. The meeting was called to order by Chairperson Wally Frasier at 8:00 a.m.
- II. **Attendance.** Wally Frasier, Commission Chair; Ron Salski, Park District Representative; Shah Quaiyoom, Music Chair; Karrie Newby, Sponsorship Chair; Laura Ditanto, Parade Chair; Virginia Biegel, Pageant Chair Commander Brian Kisselburg, Police Department; Kelsey Langelier, Business Services Manager

Absent: Patrick McGovern, Beverage Chair
- III. **Motion** to approve the Minutes from February 15, 2024 meeting. Motion made by Ms. Biegel, seconded by Mr. Quaiyoom. Motion carried.
- IV. **Public Commentary.**
- V. **2024 Mundelein Days Planning**
 - A. **Layout.** Ms. Langelier presented the layout map drawn to-scale. The Commission agreed to flip the main tent vertically and swap the sponsor tent with the VIP/activity tent to allow for more seating. The smaller, trailer stage will be utilized for the kid's stage.
 - B. **Budget.** No report.
 - C. **Sponsorship.** Ms. Newby said \$31,100 in donations have been received and three Beverage Sponsors, including a new sponsor – LaRosita. Ms. Newby projects at least an additional \$19,00 in sponsorships based on past sponsorships. The Commission discussed the issue with receiving four beverage sponsors as it relates to an additional cost for a second cup. The Commission agreed to reevaluate options if another beverage sponsor is received.
 - D. **Fireworks.** The contract extension with Mad Bomber is up for board approval at the March 25 board meeting.
 - E. **Parade.** Ms. Ditanto reported the Jesse White Tumblers will be participating in the parade. The Police Department will continue to oversee traffic control of the parade, closing Hawley at Atwater and Hawley at Midlothian about an hour before the parade. Village staff will advertise road closures in advance. The Commission discussed going with an Olympics parade theme.
 - F. **Carnival.** Chairperson Frasier said that Skinners and village staff met onsite to discuss the layout. Chairperson Frasier will check on the carnival times and reduced ticket pricing times.

Ms. Langelier will contact the new owners of Rogan's Shoes and the old PW property to discuss parking and use of their lots.

- G. **Pageant.** Ms. Biegel said Miss Mundelein Lia Kagan was crowned Miss Lake County. Ms. Biegel will provide the Village with an article to post in the weekly newsletter. The Mundelein pageant will be held on Sunday, June 30 at 5:30p.m. The Police and Park District will advertise the pageant on their sign marquees. The village will revisit the wording on the proclamation. Village staff/attorney will review the pageant contract when complete. Associated Graphics can be recognized as an in-kind sponsor if they provide a discounted price for t-shirts.
 - H. **Music.** Mr. Quaiyoom will look at getting a DJ to fill the time between bands on Friday and Sunday evenings.
 - I. **Munch/Food Vendors.** Ms. Langelier said four food vendors have submitted applications. All applications are Mexican restaurants. Numerous vendors have inquired about purchasing two booths. The Commission agreed to hold off on allowing the purchase of two booths until June 1. After June 1, any spots remaining can be purchased by current vendors on a first-come, first-served basis. The Commission discussed options for dessert vendors, like Kona Ice or La Michoacana ice cream. Space for one food truck may be available.
 - J. **Beer Booth.** No report.
 - K. **Special Events.** The Commission discussed times for the server's race. Ms. Langelier will continue to search for someone to host the event. Ms. Newby requested additional VIP tent volunteers. There is a potential conflict with the MAC art event and the VIP tent but can be worked around if the MAC event cannot be rescheduled. Kai Martial Arts is not participating, but a character group is being sought to fill the time. The Bags Tournament will be held on the Kracklauer Park parking lot. The Pet Parade has not confirmed participation but will be offered the parking lot to host their event. The Horseshoe Tournament will be held at Lions Park. The pony rides and petting zoo will be held at the grassy area just outside of the old public works gate.
 - L. **Comments.** The Commission discussed the Memorial Day Parade route and setup. Ms. Ditanto will be onsite to assist with the parade lineup. Ms. Langelier said a Mexican food truck reached out and is interested in serving at the Concerts. The Commission agreed it would be great to have a food truck, but will not advertise due to last minute cancellations.
- VI. **New Business.** None.
- VII. **Next Meeting.** , 2024
- VIII. **Adjournment.** The meeting adjourned at 9:00 a.m.