

## AGENDA

### MUNDELEIN COMMUNITY DAYS COMMISSION MEETING

November 21, 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 October 17, 2024 Minutes
- IV. PUBLIC COMMENTARY
- V. 2025 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. CONCERTS IN THE PARK

VII. NEW BUSINESS

VIII. ADJOURNMENT

IX. NEXT MEETING - DECEMBER 19, 2024

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  
Meeting Minutes**

**October 17, 2024**

**CALL TO ORDER**

The Mundelein Community Days Commission meeting was held on October 17, 2024.  
Chairperson Frasier called the meeting to order at 8:00 AM.

**ATTENDANCE**

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

**Board Attendance**

PRESENT: Chairperson Frasier, Commissioner Biegel, Commissioner Ditanto,  
Commissioner Salski, Commissioner Newby, Commissioner Quaiyoom

**Village Attendance**

PRESENT: Village Liaison Kelsey Langelier, Commander Brian Kisselburg

**REMOTE PARTICIPATION**

**Approval of Commissioner Quaiyoom's remote participation**

**Motion** to approve Commissioner Quaiyoom's remote participation.

|                  |                                                                                                            |
|------------------|------------------------------------------------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>Passed [Yes 5, No 0, Abstained 0]</b>                                                                   |
| <b>MOVER:</b>    | Commissioner Newby                                                                                         |
| <b>SECONDER:</b> | Commissioner Salski                                                                                        |
| <b>AYES:</b>     | Chairperson Frasier, Commissioner Biegel, Commissioner Ditanto,<br>Commissioner Salski, Commissioner Newby |
| <b>NAYS:</b>     | None                                                                                                       |
| <b>ABSTAIN:</b>  | None                                                                                                       |

**MINUTES APPROVAL**

**Approval of the July 18, 2024 Minutes**

**Motion** to approve the Minutes from the July 18, 2024 Mundelein Community Days  
Commission meeting.

|                |                                          |
|----------------|------------------------------------------|
| <b>RESULT:</b> | <b>Passed [Yes 5, No 0, Abstained 0]</b> |
| <b>MOVER:</b>  | Commissioner Karrie Newby                |

|                  |                                                                               |
|------------------|-------------------------------------------------------------------------------|
| <b>SECONDER:</b> | Commissioner Laura Ditanto                                                    |
| <b>AYES:</b>     | Chairperson Frasier, Virginia Biegel, Laura Ditanto, Ron Salski, Karrie Newby |
| <b>NAYS:</b>     | None                                                                          |
| <b>ABSTAIN:</b>  | None                                                                          |

## **PUBLIC COMMENTARY**

There was no public commentary.

## **2025 MUNDELEIN DAYS PLANNING**

### **Layout**

Liaison Langelier will make adjustments to the layout as discussed in the July 18, 2024 wrap-up meeting. Courtland Commons Park is complete.

### **Budget**

Liaison Langelier will provide a draft 2025 budget at the next meeting. The Commission reviewed the final 2024 budget.

### **Sponsorship**

Commissioner Newby requested the VIP Sponsor tent be held on Thursday, July 3 2025. The sponsorship tiers will remain the same in 2025. The first solicitation email blast will be sent out in early December. Commissioner Newby is projecting \$72,000 in donation revenue in 2025. Liaison Langelier and Commissioner Quaiyoom will meet with the stage and sound company to discuss banner placement on the stage.

### **Fireworks**

Liaison Langelier will contact Mad Bomber to request an extension. The Commission discussed options for a drone show.

### **Parade**

The Commission discussed moving the parade start time up to noon. Commissioner Ditanto said a post-parade meeting was held with the volunteers. Suggested improvements include additional PW&E staff and volunteers, utilizing the high school's far west parking lot adjacent to Woodhaven Dr., securing additional golf carts. Commander Kisselburg suggested rerouting the parade down Chicago Ave. to Plaza Cir. This could be impacted by future development.

### **Carnival**

Chairperson Frasier will reach out to the carnival in the upcoming months.

### **Pageant**

Commissioner Beigel discussed a scheduling conflict with the current Miss Mundelein and the 2025 pageant.

### **Music**

Commissioner Quaiyoom will begin selecting bands this Sunday.

### **Munch / Food Vendors**

There was no report.

### **Beer Booth**

Liaison Langler said a Beverage Chair candidate was being interviewed. A system for taking credit for beer tickets is in place and can be used in 2025. Liaison Langler will ask Finance if donations can be paid online in the future.

### **Special Events**

Liaison Langler said Greg Howland proposed a new hot chicken wing eating contest. Mr. Howland ran the event at Park Street Restaurant recently. The Server's Race was discussed. Commissioner Salski suggested reaching out to Tonality about running the event.

### **Comments**

Commissioner Quaiyoom suggested renting shuttles to transport people to the festival on fireworks night because parking was very limited due to the crowd size. Commissioner Salski said Fremont School may have a bus available.

## **CONCERTS IN THE PARK**

Commissioner Quaiyoom reported a successful season. Liaison Langler thanked Commissioner Salski for his flexibility and accommodation during the Kracklauer Park project. The project is estimated to be completed in spring 2025.

## **NEW BUSINESS**

There was no new business.

## **ADJOURNMENT**

**Motion** to adjourn the Mundelein Community Days meeting. The meeting was adjourned at 8:42 AM.

|                  |                                                                                                            |
|------------------|------------------------------------------------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>Passed [Yes 5, No 0, Abstained 0]</b>                                                                   |
| <b>MOVER:</b>    | Commissioner Salski                                                                                        |
| <b>SECONDER:</b> | Commissioner Newby                                                                                         |
| <b>AYES:</b>     | Chairperson Frasier, Commissioner Biegel, Commissioner Ditanto,<br>Commissioner Salski, Commissioner Newby |
| <b>NAYS:</b>     | None                                                                                                       |
| <b>ABSTAIN:</b>  | None                                                                                                       |

**NEXT MEETING - November 21, 2024**

2025 Mundelein Community Days Budget

| <b>EXPENDITURES</b>                      | <b>2023 Actual</b> | <b>2024 Proposed</b> | <b>2024 Actual</b> | <b>2025 Proposed</b> | <b>2025 Actual</b> |
|------------------------------------------|--------------------|----------------------|--------------------|----------------------|--------------------|
| <b><u>Munch:</u></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           |                    |
| Picnic Tables                            | \$0.00             | \$0.00               | \$0.00             | \$0.00               |                    |
| <b>TOTAL</b>                             | <b>\$58,503.05</b> | <b>\$57,875.00</b>   | <b>\$55,490.29</b> | <b>\$57,675.00</b>   | <b>\$0.00</b>      |
| <b><u>Parade:</u></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><u>Miss Mundelein:</u></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           | \$450.00             |                    |
| <b>TOTAL</b>                             | <b>\$5,418.46</b>  | <b>\$6,375.00</b>    | <b>\$5,648.09</b>  | <b>\$7,025.00</b>    | <b>\$0.00</b>      |
| <b><u>Music</u></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>\$54,100.00</b>   | <b>\$52,680.79</b> | <b>\$55,300.00</b>   | <b>\$0.00</b>      |
| <b><u>Fireworks</u></b>                  | <b>\$35,000.00</b> | <b>\$35,000.00</b>   | <b>\$35,000.00</b> | <b>\$35,000.00</b>   |                    |
| <b><u>Events and Activities:</u></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         | \$1,500.00           |                    |
| 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>\$6,400.00</b>    | <b>\$0.00</b>      |

|                                                         |                     |                      |                     |                      |                    |
|---------------------------------------------------------|---------------------|----------------------|---------------------|----------------------|--------------------|
| <b>Miscellaneous:</b>                                   |                     |                      |                     |                      |                    |
| Sponsor Tent Gift                                       |                     |                      |                     | \$1,200.00           |                    |
| Sponsor Tent Food                                       | \$1,223.96          | \$1,200.00           | \$0.00              | \$1,200.00           |                    |
| Printing, Mailing, Window Clings                        | \$0.00              | \$200.00             | \$313.00            | \$1,200.00           |                    |
| Village Float                                           | \$0.00              | \$150.00             | \$89.14             | \$150.00             |                    |
| <b>TOTAL</b>                                            | <b>\$1,223.96</b>   | <b>\$1,550.00</b>    | <b>\$402.14</b>     | <b>\$3,750.00</b>    |                    |
|                                                         |                     |                      |                     |                      |                    |
| <b>TOTAL</b>                                            | <b>\$160,743.87</b> | <b>\$177,055.00</b>  | <b>\$171,089.55</b> | <b>\$181,600.00</b>  | <b>\$0.00</b>      |
|                                                         |                     |                      |                     |                      |                    |
| <b>REVENUES:</b>                                        | <b>2023 Actual</b>  | <b>2024 Proposed</b> | <b>2024 Actual</b>  | <b>2025 Proposed</b> | <b>2025 Actual</b> |
| Parade Entry Fees                                       | \$420.00            | \$400.00             | \$570.00            | \$500.00             |                    |
| Donations                                               | \$67,600.00         | \$59,000.00          | \$78,000.00         | \$72,000.00          |                    |
| Miss Mundelein                                          | \$1,076.00          | \$1,000.00           | \$635.00            | \$750.00             |                    |
| Beer and Wine Sales                                     | \$73,675.00         | \$80,000.00          | \$72,199.00         | \$80,000.00          |                    |
| ATM machine revenue                                     | \$1,586.00          | \$1,200.00           | \$1,222.00          | \$700.00             |                    |
| American Legion                                         | \$3,500.00          | \$3,500.00           | \$3,500.00          | \$3,500.00           |                    |
| Munch Entry Fees                                        | \$11,675.00         | \$11,750.00          | \$11,600.00         | \$11,600.00          |                    |
| Reimbursement from American Legion for portable toilets | \$975.00            | \$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>\$170,025.00</b>  | <b>\$0.00</b>      |
|                                                         |                     |                      |                     |                      |                    |
| <b>NET</b>                                              | <b>-\$236.87</b>    | <b>-\$19,230.00</b>  | <b>-\$2,388.55</b>  | <b>-\$11,575.00</b>  | <b>\$0.00</b>      |