

AGENDA

MUNDELEIN COMMUNITY DAYS COMMISSION MEETING

January 16, 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 November 21, 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 - FEBRUARY 20, 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

ATTENDANCE

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

Commission Attendance

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

ABSENT: Commissioner Ditanto

Village Attendance

PRESENT: Village Liaison Kelsey Langelier, Commander Brian Kisselburg

MINUTES APPROVAL

Approval of the October 17, 2024 Minutes

Motion to approve the Minutes from the October 21, 2024 Mundelein Community Days Commission meeting.

RESULT:	[Yes 5, No 0, Abstained 0]
MOVER:	Commissioner Karrie Newby
SECONDER:	Commissioner Virginia Biegel
AYES:	Wally Frasier, Virginia Biegel, Ron Salski, Karrie Newby, Shah Quaiyoom
NAYS:	None
ABSTAIN:	None

PUBLIC COMMENTARY

There was no public commentary.

2025 MUNDELEIN DAYS PLANNING

Liaison Langelier discussed the status of the beverage chair position and announced Tami Schafernak's retirement.

Layout

The Commission discussed options adjusting the beer ticket booth lines to avoid lines forming on the sidewalk. Stanchions can be used to delineate the line. Credit card sales will speed up the line.

Budget

Liaison Langeler presented the draft budget. The cost of fireworks will likely increase. Commissioner Biegel suggested combining judges dinners with contestant dinners and moving the pageant website to the Village website to eliminate the expense. The Commission discussed long-term concerns with rising music costs and impacts on the budget.

Sponsorship

Commissioner Newby discussed the sponsorship solicitation schedule and the option to add bus shuttles as an event sponsor. The Commission agreed not to coordinate bus shuttles, but rather add staff to the Metra parking lot and Rogan's parking lot to better manage traffic. Options for handicap parking were discussed, including adding spots to the Kracklauer Park parking lot and spaces along the side streets off Courtland St.

Fireworks

Liaison Langeler said Mad Bomber would submit a proposal, but costs will likely increase.

Parade

The Commission discussed moving the time of the parade. In an effort to avoid conflict with the pancake breakfast, the Commission agreed to move the time of the parade to 1:00 P.M.

A Motion to move the parade time to 1:00 PM was made by Commissioner Salski.

RESULT:	[Yes 5, No 0, Abstained 0]
MOVER:	Commissioner Ron Salski
SECONDER:	Commissioner Shah Quaiyoom
AYES:	Commissioner Frasier, Virginia Biegel, Ron Salski, Karrie Newby, Shah Quaiyoom
NAYS:	None
ABSTAIN:	None

Carnival

Chairperson Frasier confirmed Skinners will participate in the parade. The Commission discussed the opportunity to purchase their ticket booth.

Pageant

Commissioner Biegel said Miss Mundelein would be out of town during the 2025 pageant and discussed opportunities to involve her. Junior Miss held a fundraiser for the Ronald McDonald House. The event was very successful despite minimal advertising. Liaison Langelier told the Commission to copy her on any correspondence with the communications manager, Freedom.

Music

Commissioner Quaiyoom discussed the band selections. The sound team will provide a proposal soon. The Commission discussed the rising costs of music/entertainment.

Munch / Food Vendors

There was no report.

Beer Booth

There was no report.

Special Events

Commissioner Newby suggested using the grassy area to the west of the Kracklauer Park parking lot to host the Pet Parade.

Comments

There were no comments.

CONCERTS IN THE PARK

Commissioner Quaiyoom discussed the music selection and it is within budget.

NEW BUSINESS

There was no new business.

ADJOURNMENT

Motion to adjourn the Mundelein Community Days Commission meeting. The meeting was adjourned at 8:57 AM.

RESULT:	Passed [Yes 5, No 0, Abstained 0]
MOVER:	Commissioner Shah Quaiyoom
SECONDER:	Commissioner Karrie Newby

AYES:	Chairperson Frasier, Virginia Biegel, Ron Salski, Karrie Newby, Shah Quaiyoom
NAYS:	None
ABSTAIN:	None

NEXT MEETING - December 19, 2024

Motion to cancel the December meeting.

RESULT:	[Yes 5, No 0, Abstained 0]
MOVER:	Commissioner Virginia Biegel
SECONDER:	Commissioner Karrie Newby
AYES:	Chairperson Frasier, Virginia Biegel, Ron Salski, Karrie Newby, Shah Quaiyoom
NAYS:	None
ABSTAIN:	None

2025 Mundelein Community Days Budget

<u>EXPENDITURES</u>	<u>2023 Actual</u>	<u>2024 Proposed</u>	<u>2024 Actual</u>	<u>2025 Proposed</u>	<u>2025 Actual</u>
<u>Munch:</u>					
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	
TOTAL	\$58,503.05	\$57,875.00	\$55,490.29	\$57,675.00	\$0.00
<u>Parade:</u>					
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	
TOTAL	\$14,690.75	\$15,900.00	\$15,884.60	\$16,450.00	\$0.00
<u>Miss Mundelein:</u>					
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	
TOTAL	\$5,418.46	\$6,375.00	\$5,648.09	\$7,025.00	\$0.00
Music	\$24,800.00	\$27,500.00	\$26,300.00	\$40,000.00	
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	
TOTAL	39,794.18	54,100.00	52,680.79	67,300.00	0.00
<u>Fireworks</u>	\$35,000.00	\$35,000.00	\$35,000.00	\$35,000.00	
<u>Events and Activities:</u>					
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	
TOTAL	\$6,113.47	\$6,255.00	\$5,983.64	\$6,400.00	\$0.00

2025 Mundelein Community Days Budget

Miscellaneous:					
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	
TOTAL	\$1,223.96	\$1,550.00	\$402.14	\$3,750.00	
TOTAL	\$160,743.87	\$177,055.00	\$171,089.55	\$193,600.00	\$0.00
REVENUES:	2023 Actual	2024 Proposed	2024 Actual	2025 Proposed	2025 Actual
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	
TOTAL	\$160,507.00	\$157,825.00	\$168,701.00	\$170,025.00	\$0.00
NET	-\$236.87	-\$19,230.00	-\$2,388.55	-\$23,575.00	\$0.00