

**THE VILLAGE OF HOFFMAN ESTATES**  
**4<sup>th</sup> OF JULY COMMISSION**  
**MEETING MINUTES**  
**Thursday, January 12, 2023**

**In Attendance:** Norm Darling, Chair Ben Gibbs  
Mike Czopek  
Linda Scheck  
Jodie Schulz – HE Park District

**Excused:** Mayor Bill McLeod  
Yousuf Ahmad  
Craig Kuehne

**Village Staff:** Dan O’Malley, Deputy Village Mgr.  
Aaron Howe, Public Works Department  
Mark Wondolkowski – Police Department  
Sue Tompkins – Finance Department

**CALL TO ORDER**

Norm called the meeting to order at 4:10 pm.

**APPROVAL OF MINUTES**

Jodi moved to approve the minutes of the December 8, 2022 meeting, seconded by Mike, vote taken, motion carried, minutes approved.

**OLD BUSINESS**

Sue distributed 2023 budgets to Commission members that would incur expenses. Sue advised that the 2023 budget had been approved.

**NEW BUSINESS**

**A) Site Layout**

Commission discussed the site plan that was presented at our last meeting. Norm asked if there was room to expand the dining tent. Moving Bingo and Dining tent to the area that had food vendors last year was approved by all. Aaron will check with Public Works who can determine if the suggested plan will fit. Site plan approved as of this meeting waiting feedback from Public Works.

**B) Vendor contracts**

Ben has contracted entertainers. Hideaway would be open regular hours on Friday, June 30, 2023 with Mike & Joe performing. Saturday, July 1, 2023 would feature American English and Hi Fidelity. Sunday would feature David’s House and 7<sup>th</sup> Heaven. Ben advised the commission they are booked for the same hours as last year beginning at 5:00pm.

The stage company we worked with last year has sold their inventory. Ben presented two options for stage and sound vendors. Diversified Audio Group (DAG) was \$5410.00 to provide the sound system and Special Event Services Group (SESG) gave a proposal for \$4,000 to provide the same size stage as used last year. Total to work with DAG and SESG would be \$9,410.00. Second proposal was from Sound Works Pro for \$8,500.00 to include stage and sound system. Commission discussed the long standing relationship with Diversified, great reviews from guests – great sound that was clearly heard at all parts of the fest grounds. Mike made a motion, seconded by Jodi to accept the proposals from DAG and SESG for a total cost of \$9,410.00

**C) Bingo**

Norm asked if the Organization has responded and are interested in returning in 2023. Have we considered increasing their fee as we are renting a tent for them in 2023 to place them in a more prominent location. Dan will reach out to the Hoffman/Schaumburg Lions to discuss.

**D) Food Vendors** Linda has 8 confirmed food vendors so far – 7 needing booths - one truck – all will fit in the intersection as suggested.

## **COMMITTEE REPORTS**

**FOOD VENDORS** – So far 8 are returning in 2023.

**SPONSORS** – Mike reported he is in discussions with Com Ed and Hanover Township for sponsorship opportunities. Wintrust has expressed interest in sponsoring the Kidz Zone, perhaps for multiple years. Mike has suggested a 3-year sponsorship that allows them to market their Junior Savers program.

**PARADE/MARKETING** – no report

**KIDS ZONE** – Jodi is working with Record A Hit – same group as last year to obtain quotes for inflatable/bouncy activities. She felt the suggested locations would work well – same areas as last year. Mike asked if she could position some face painters and balloon artists adjacent to the sponsor tents.

**BEER** – no report.

**PUBLIC WORKS** – Public Works will review the site plan for 2023 and advise any changes that might be needed. Once we are further along and have better details on sizes for tents, number of generators needed we can go to contract but will be working with returning vendors who have our dates.

**CARNIVAL/FIREWORKS** – Carnival multiyear contracts have been secured and go to the Finance Committee for approval 1/23. Fireworks contract is done, sending deposit.

**POLICE** – no report

## **OTHER BUSINESS**

The next meeting of the 4<sup>th</sup> of July Commission will be **Thursday, February 9, 2023 at 4:00pm** at the Village Hall.

## **ADJOURNMENT**

Norm made a motion to adjourn, seconded by Mike, motion carried, meeting adjourned at 4:56 pm.

**Respectfully Submitted: Linda Scheck- Food /Volunteer Chair 4<sup>th</sup> of July Commission**