

THE VILLAGE OF HOFFMAN ESTATES
4th OF JULY COMMISSION
MEETING MINUTES
Thursday, April 13, 2023

In Attendance: Norm Darling, Chair Mayor Bill McLeod
Yousuf Ahmad Ben Gibbs
Jodie Schulz – HE Park District Karrie Miletiz – HE Park District
Craig Kuehne
Mike Czopek
Linda Scheck

Excused: Hallie Karle – Administrative Events Assistant – General Government

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

CALL TO ORDER

Norm called the meeting to order at 4:04 pm.

APPROVAL OF MINUTES

Mayor Bill moved to approve the minutes of the March 9, 2023 meeting, seconded by Craig, vote taken, motion carried, minutes approved.

PUBLIC COMMENTS

None

OLD BUSINESS

None

NEW BUSINESS

A) Site Layout

Notes from the Commission walk through of the site were discussed. Bingo requested to stay in the Kata tents same as last year. Additional signage to aid in finding bingo tent location will be prepared. Once Kidz Zone activities are finalized pop up tent locations will be determined adjacent to the sponsor tents. Additional face painter and balloon twister will be in sponsor tent location. Additional inflatable might fit in space allotted for the stand-alone bingo tent that will no longer be needed. Norm asked if this year we can install guide fencing to block off pathways before crowds fill open areas making trash removal and general access so difficult.

B) Vendor contracts

Aaron presented two vendor quotes for generators. Sunbelt came in at \$11,185.98, AmeriTemp came in initially at \$12,534.00 but then reduced their bid to \$11,900.00. Commission discussed both options. A motion was made to accept the AmeriTemp bid citing their long-standing relationship with our 4th Fest and their excellent service in the past, motion was seconded by Jodie, vote taken, motion carried, AmeriTemp bid approved.

C) Bingo

Dan advised that the Lion’s Club has opted NOT to have us rent an additional tent, preferring to go back to the Kata tents they were in last year.

D) Food Vendors Linda has 11 confirmed food vendors so far – 9 needing booths - 2 trucks. There is one more inquiry but no application has been received – could be accepted if vendor has their own tent that can be separate from the large food vendor tent. Concern is not blocking emergency access lane in intersection.

COMMITTEE REPORTS

FOOD VENDORS – So far 9 tented food vendors are returning in 2023. We also have 2 trucks – Kona Ice and Seps Street Food.

SPONSORS – Mike has confirmed a total of \$10,750 in sponsorships so far, He was contacted by Checkers restaurants who offered a large truck that would distribute free French fries. Linda noted that Checkers has no restaurants in HE and asked that we not allow free food distribution that would hinder sales by our fest food vendors.

PARADE/MARKETING – Hallie is working with Craig on the parade. Theme is “Celebrating the American Dream”. Applications are being emailed out May 1st. Schaumburg Radio Club will be onsite to aid in organizing the parade day of.

KIDS ZONE – Jodi asked if the Commission preferred a hula hoop artist or magician, commissioners commented that they would rely on Jody’s opinion as she has vast experience in planning kids’ events for the Park District. Jody is finalizing her selections for inflatables, entertainers and face painters/balloon twisters keeping within her budget.

BEER – Beer sales will be available during the fest hours both days from 12-11pm.

PUBLIC WORKS – Aaron will finalize the approved site plan and send the commission a copy electronically. Dan asked Aaron to contact Joe in Transportation to arrange message boards alerting POA businesses to road closures.

CARNIVAL/FIREWORKS – Carnival Thursday, June 29 through Sunday, July 2.

POLICE – no concerns

OTHER BUSINESS

The next meeting of the 4th of July Commission will be **Thursday, May 11, 2023 at 4:00pm** at the Village Hall. Sue asked to be excused as she will be out of town.

ADJOURNMENT

Mayor made a motion to adjourn, seconded by Mike, motion carried, meeting adjourned at 4:33 pm.

Respectfully Submitted: Linda Scheck- Food /Volunteer Chair 4th of July Commission