

**THE VILLAGE OF HOFFMAN ESTATES**  
**4<sup>th</sup> OF JULY COMMISION**  
**MEETING MINUTES**  
**Thursday, April 11, 2024**

**In Attendance:** Craig Kuehne Linda Scheck  
Mayor Bill McLeod Yousuf Ahmad  
Norm Darling, Chair Kayla London  
Jodie Schulz  
Pawel Sienko

**Excused:** Ben Gibbs  
Amy Decker  
Dan O'Malley, Deputy Village Mgr.

**Village Staff:** Mark Wondolkowski – Police Department  
Jon Pape – Assistant Village Manager  
Kevin McGraw – Public Works Department  
Sue Tompkins – Finance Department  
Hallie Karle – Administrative Events Assistant – General Government

**CALL TO ORDER**

Linda called the meeting to order at 4:03 pm.

**APPROVAL OF MINUTES**

Craig moved to approve the minutes of the March 14,2024 meeting, seconded by Pawel, vote taken, motion carried, minutes approved. Norm abstained.

**PUBLIC COMMENTS**

None

**OLD BUSINESS**

None

**NEW BUSINESS**

**a) Vendor Contracts**

Kevin advised that he has processed contracts for generators, tents and porta pottys. Jodi has sent all Kids Zone contracts to Dan. Has 7<sup>th</sup> Heaven returned their contract signed?

**b) Bingo**

No update given. Norm asked if the Commission had discussed the Lions request to solicit sponsors and recognize the contributions with signage. Commission responded it was approved as long as the recognition was only inside the bingo tent.

**c) Food Vendors**

Linda advised we have 9 food booth spaces taken and an additional 6 food trucks accepted. Due to space limitations no additional food vendors can be accepted.

**COMMITTEE REPORTS**

**FOOD VENDORS** – Nine food tent vendor booths booked, and six food trucks accepted. Linda distributed a listing of all vendors current as of April.

**VOLUNTEERS** – Linda has reached out to past scouting troops to offer food tent clean up shifts for 7/5 and 7/6.

**SPONSORS** – Pawel advised R3 Contracting is considering a three-year sponsorship, also speaking to Oak Street Health, Wintrust, and Tesla. GROOT is a fireworks sponsor, Com Ed is considering a \$2,000 sponsorship. Linda will provide contacts for Microsoft and Compass Datacenters.

**PARADE** – Hallie reported that 7 past parade units have signed up. Applications have been sent to all past parade participants. Mayor Bill will provide the name of this year's Parade Marshall.

**MARKETING** – Craig advised the event website has been updated and can go live once we know the dates for the carnival. He will add the names of the Food Vendors. Jodi advised the spreadsheet she provided at last month's meeting is accurate for website posting. Norm asked about advertising in the Daily Herald's fest recap section. Craig advised there is a full digital and social media campaign that will be in place closer to the event. The Hideaway website lists the event and lineups. Onsite there will be 4x8 signage at the Hideaway.

**KIDS ZONE** – Jody has processed all Kids Zone activity/entertainment contracts and sent them to Dan.

**ENTERTAINMENT** – no report

**BEER** – Yosuf is working with various vendors.

**PUBLIC WORKS** – Kevin advised all contracts in progress. Linda will provide the electrical needs recap defined by spaces/locations after all applications have been received beginning of May.

**CARNIVAL/FIREWORKS** – no report.

**BINGO** – no report.

**POLICE** – Mark advised that the Explorers cannot be used for overnight security shifts. He will coordinate with Community Service Officers once he knows the dates for the carnival.

#### **OTHER BUSINESS**

Norm shared that this will be his last year as Chair of the Commission. He is leaving the Commission after this year's fest.

**Next Meeting will be on May 9, 2024, at 4:00pm at Village Hall.**

#### **ADJOURNMENT**

Mayor made a motion to adjourn, seconded by Craig, motion carried, meeting adjourned at 4:16 pm.

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