

**THE VILLAGE OF HOFFMAN ESTATES
4th OF JULY COMMISSION
MEETING MINUTES
Thursday, March 13, 2025**

In Attendance:

Craig Kuehne	Linda Scheck
Alicia Guerrero	Karrie Miletic
Amy Decker	

Excused:

Pawel Sienko
Mayor Bill McLeod
Ben Gibbs
Dan O'Malley, Deputy Village Manager
Jon Pape – Assistant Village Manager
Mark Wondolkowski – Police Department
Hallie Karle – Administrative Events Assistant – General Government

Village Staff:

Sue Tompkins – Finance Department
Kevin McGraw – Public Works Department
Michala Souronis – NOW Arena

CALL TO ORDER

Linda called the meeting to order at 4:05 pm.

APPROVAL OF MINUTES

Craig moved to approve the minutes of February 6, 2025, meeting seconded by Amy, vote taken, motion carried, minutes approved.

PUBLIC COMMENTS

None

OLD BUSINESS

Mayor Bill will suggest the Parade Marshall for 2025. Amy asked if there were any suggestions for the parade theme for 2025.

Linda introduced Karrie Miletic to the Commission representing the Hoffman Estates Park District. Karrie will be taking the Kids Zone responsibility. Linda to check if Karrie needs to complete an application to fill the existing Park District seat

NEW BUSINESS

- Generator contract has been received. Kevin will review with Dan and present at the next meeting.
- Linda asked Sue if she could please send the commission members a copy of the 2025 4th budget.

COMMITTEE REPORTS

FOOD VENDORS – As of March we have 13 requesting to be food vendors in the tented area. Only 5 booths have been paid, limit is 9 booths. Others requesting space have responded that they are sending in their applications (deadline is April 30). Linda asked if the Gilmore Sweets and Nothing bundt cakes could be in separate 10x10 pop ups in the Kids Zone/inflatable area. . We will prioritize including all Hoffman restaurants requesting space at this year's fest. We also have 6 food trucks registered.

VOLUNTEERS – We discontinued the dining tent in 2024. We will rely on Public Works for trash removal in 2025.

SPONSORS – no report

PARADE – Amy reported they continue to work on securing participants for the parade.

MARKETING – website will be updated next week and include more detail.

KIDS ZONE - Karrie reported that the spreadsheet she inherited from the previous Park District representative has been completed and she is forwarding contracts to Dan for payment.

ENTERTAINMENT – no report

BEER – no updates

PUBLIC WORKS – no updates

CARNIVAL/FIREWORKS/DRONE SHOW – no report

BINGO – no report

POLICE – no report

OTHER BUSINESS

Linda asked Amy to send her a brief paragraph describing sustainability efforts our food vendors could employ that she can send out in advance to vendors to consider for NW 4th Fest 2025.

Next Meeting will be on April 10, 2025, at 4:00pm at Village Hall.

ADJOURNMENT

Craig made a motion to adjourn, seconded by Alicia, motion carried, meeting adjourned at 4:15 pm.

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