

Matt Brolley, Village President
Debbie Buchanan, Village Clerk
Matt Bauman, Trustee
Thomas K. Betsinger, Trustee
Dan Gier, Trustee
Steve Jungermann, Trustee
Doug Marecek, Trustee
Theresa Sperling, Trustee



Intergovernmental Committee Meeting

Monday, November 28, 2022
6:30P | Village Hall

AGENDA

1. Call to Order

2. Roll Call

3. Public Participation

4. Consent Agenda

A. Minutes of September 26, 2022

5. Items for Discussion

A. Non-Committee Driven Community Events

- i. *Tree Lighting | December 4, 2022*
- ii. *Seasons of Giving Blood Drive | December 22, 2022*

B. Village Committee Events & Programs

- i. **Beautification Committee** – Trustee Gier
 1. *Holiday Decor Contest | Nov. 14- Dec. 11 -Judging 12/14, 5P*
- ii. **Senior Luncheon** – Trustee Gier

6. New or Unfinished Business

A. 2023 Meeting Schedule & Format – Trustee Betsinger

February 27	July 24	September 25
May 22	August 28	November 27

B. 2023 Village Community Event Schedule

Arbor Day Tree Dedication | *April 29*
Spring Shredding Event | *May 13*
Summer Floral Display Contest | *May 15 – June 11 | Judging June 14*
Street Eats Festival – *Date Pending*
Montgomery Fest – *Date Pending*
Fall Shredding Event | *September 23*
River Run | *October 7*
Halloween Display Contest | *October 1-22 | Judging October 25*
Tree Lighting | *December 3*
Holiday Decorations Contest | *Nov. 15- Dec. 10 | Judging December 13*

7. Adjournment



200 N. RIVER ST. | MONTGOMERY, ILLINOIS 60538

MINUTES

Intergovernmental Committee Meeting

September 26, 2022

I. Trustee Betsinger called the meeting to order at 6:00P.

II. ROLL CALL

Village President Matt Brolley	Yea
Trustee Matt Bauman	Yea
Trustee Tom Betsinger	Yea
Trustee Dan Gier	Yea
Trustee Steve Jungermann	Yea
Trustee Doug Marecek	Yea
Trustee Theresa Sperling	Yea
Village Clerk Debbie Buchanan	Yea

Also present: Village Administrator Jeff Zoepfel, Village Engineer Pete Wallers, Communications Manager Kristina Nemetz, Accounting Manager Jennifer Milewski, and Director of Public Works Mark Wolf

III. **Public Comment** NONE.

IV. **Minutes of August 28, 2022:** Village President Brolley moved to approve the minutes of the August 28, 2022, Intergovernmental Minutes. Trustee Jungermann seconded this motion. Motion carried 5-0.

V. **Items for Discussion**

Non-Committee Driven Community Events

- Angie (EEI) and team are handling the event planning and registration. The Village team is 22 people. They are still looking for volunteers (Course Marshalls). Trustee Jungermann and Trustee Gier said they will do their best to be there. Village Hall needs to be open at 6:30A
- Kristina has started talking with GMACC on Tree Lighting Event – sponsorship packet will go out soon.
- Blood Drive Scheduled for December 22 – location will be Village Hall or the Police Department
- Clerk Buchanan added that the Cemetery Walk is Wednesday, October 5 at 7P.

Committee Driven Community Events

- Gier said the Halloween Decorations Contest is set to go. They are looking for Judges still for October 26. Holiday Decorations – judges are still needed for December 14.
- Gier stated that this past year for Arboretum Garden Park didn't receive any funding (grants, etc.) the committee is looking for direction as to where is to go from here. Trustee Gier would like to budget the park again for next year, and then would like to

use the Keith Wheeler Grant for the park in FY2024. Piece milling is getting difficult, the pavers need to be done all at once. Plantings may be able to be done in sections, but piece milling would require us to GC ourselves.

- Jungermann asked about a grant from Kifowit. Brolley noted that it is not her territory any longer and that grant was for Montgomery Park.
- Gier said that he talked to the River Boat Grant Program, and he would like to apply again next year. You cannot start it at all until you hear about the grants.
- Brolley shared that we are currently working on Montgomery Park which is about \$600,000 and there would be the \$200,000 grant from Kifowit. Montgomery Park is a big project that requires staff time, and we are investing in a park we utilize. Arbor Day Park is a little different purpose.
- Jungermann suggested we discuss at budget time we also discuss a Grant Writer position to assist in securing the grants.
- Betsinger would like to see staff work more efficiently on the grant process. It should be a more collaborative effort, requires various teams and we should be strategic on what we do.
- Gier will put the park into the budget for FY2024 – and they will submit for grants again. If they do not get the grants.
- Betsinger has asked for them to look at the project closer and divide into phases and then it would be something the Trustees could get behind doing the various phases of the project.
- Gier discussed the Senior Luncheon. He feels the program had some momentum and would like to bring it back. Gier talked about everything that he does for the events including going to Sam's Club. The Village Staff would be needed for attendance, marketing, supporting the event, coordinating food order, paying for food, and coordinating the pickup and drop off of the food to volunteers. Gier stated he has gotten the event to a break-even point. He is looking for direction on where to go with the luncheon.
- Brolley asked how many people would come to the event. Gier said it would be about 60 people consistently (max of the room). Many of the same people would come. He would like to start in January as it would be a soft start to doing the event. Speaking with Jeff, the Village will not be continuing the programming prior to the lunch as in 2019. It would be just the food. Rosati's charges 50% discount to the group. Riverside also offers about 50% off.
- Bauman asked how often the Senior Lunch takes place / Gier said monthly except August it does not take place in August.
- Betsinger is asking of the staff: ordering food, paying for the food, and picking up the food.
- Baumann and Jungermann is in favor for bringing the lunch back.
- Marecek feels there is limited staff time, and it should be ok to handle the basic
- Betsinger does not want staff volunteering to do this they need to do it on the clock. He would like to see revenue tracked.
- Brolley would like to maintain the \$3,000 budget and not go over and be conscious of the staff time.

Montgomery Fest Wrap Up Discussion

- Nemetz stated that staff already met to review their suggestions and areas of improvement for the fest in 2023. These include: ADA Accessibility, layout, and other operations.
- Milewski stated that reported expenses for this year's fest were \$91,000 without staff time and \$122,000 with staff time (public works and police).

Fireworks

- Great show – should we do the Fireworks on Sunday or Saturday? We sell a lot of food, beer, and carnival on Sunday night. Not sure we get the right crowd late and night and should we be aware of this and cutting it off on Saturday?
- Jungermann is open to moving it.
- Marecek is worried about it the vendors when you cut off Sunday night. He would not like to change the Firework night.
- Betsinger is okay closing it earlier, but the Sunday night crowd this year was not the same family crowd we had on Friday night this year. He would like to see it shut down by 8P.
- Clerk – would like to see it stay on Sunday night if we go back to the 2nd week.

Carnival

- Parking on Taylor Street – seems like people were moving safety cones. Carnival people were parking along Taylor and that is fine. They cut off the kid's wristbands at 6P directly. They should follow the rules.
- Neighbors were very grateful for the Carnival. They said they were way more professional and better than in the past. They were quiet after 8P which was appreciated.
- Wolf asked for any issues on site to be brought to staff's attention directly so we can make sure we can help and correct the issues. We could have moved the carnival parking needs to F&C lots instead of Taylor if we were aware of it.
- Fire Department was pleased with the Carnival.
- ADA Accessibility complaints will be addressed next year.

Food Vendors

- Food vendors cannot provide their own music, entertainment, and electrical issues. We should consider the quality of the performance this year before accepting food vendors to the fest for next year.
- Food vendors overall seemed happy.
- The ice only became an issue for the Lemonade Vendor (BJR). Vendors were ok with not providing ice this year.
- On Saturday with the rain some didn't show at all.
- Could potentially do a few more food booths next year.
- Should continue to seek variety.

Beer Tent

- Beer Tent had 25 bags of donated ice from La Chiquita.
- Could be smaller if we need it to be (30' feet instead of 40') – might need to keep the space for the trailer to get it in best.
- Would like to serve different options (Modelo or Corona) – had several requests.
- Next year Beer Tent needs to be better prepared to serve water and soda for the VIP event.

Vendors

- Need a check in booth/ point for Vendors (Mill & Taylor) so every craft, entertainer, food vendor, sponsor to check in and could be directed specifically on how to proceed towards the fest and answer any questions they may have. Have it manned and set for the entirety of the fest.
- The flow works well along River St. for the load in process and load out process. One person messed up the load out for everyone else.
- May need to wait longer to cut the power but do that for a "poke" to get them to move along.

Parade

- Parade route needs to be shorter (Marecek). Brolley agreed. The Route is too long – we need to shorten the # of entries in the parade as well. If we shorten the route by a block – we would be blocking and running into each other.

- Should we consider rerouting the parade?
- Should limit showcase vehicle entries to 3 (towing company, fire department, public works, etc.)
- Rotary's two longtime volunteers felt like they didn't get asked in advance for recruiting. Kristina's confirmed she emailed both of them. One of them confirmed well in advance via email.

Miscellaneous

- Anyone with additional input or comments can direct them to staff following the meeting to note for the 2023 Festival.
- Additionally online survey results available on Social Media through October 31 will also be catalogued and considered for next year's festival.

VI. New Business / Discussion NONE

VII. Schedule of Upcoming Events

The next meeting is on November 28 at 6:30P.

Canceled meetings include October and December. The remaining meetings for the year are November 28.

VIII. Adjournment:

Seeking no further business to come before the Board, moved by Trustee Barolley and seconded by Trustee Marecek, the meeting adjourned at 6:59P. Motion carried 6-0.