

Chester Parks and Recreation Committee Meeting Agenda

1330 Swanwick Street, Chester, Illinois 62233

Tuesday, September 12, 2023, 6 p.m., City Hall

1. Call to order
2. Roll Call
3. Pledge of Allegiance
4. Reading and approval of minutes of previous meeting. (July, 2023)
5. Correspondence
6. Non agenda public comment: This portion of the agenda provides an opportunity for members of the public to address the Board on items of interest within the jurisdiction of the Board. (Comments relating to items on today's Agenda are to be taken at the time the item is heard.) Comments will be limited to (3) three minutes and is not debatable.
7. Alderman Report-Alex Moore
8. Recreation Report-Patti Carter
9. Park Superintendent Report-Billy Belton
10. Park Superintendent Report-Jay Allison
11. Event Reports
 - A. Fall Festival 2023 – Patti Carter
 - i. Parade – Chairperson Wendell, Co-Chair Dean, Matt, Rebekah, John, Jeremy
 - ii. Attendance Prizes – Chairperson Wendy, David
 - iii. 50/50 Raffle – Chairperson Joby, Wendy, Matt, Jeremy, Dean
 - iv. Decorations – Chairperson Joby, Teri Crum, Dean, Rebekah, David, Bethany, Dani, Melissa
 - v. Food Vendor Liaison – John
 - vi. General Vendor Liaison – Heather
 - vii. Contests – Chairperson Dean, Wendell (Race), Heather (Pumpkin Carve), Matt (Scarecrow)
 - viii. Kid Zone – Chairperson Sara, Collette, David, Rebekah
 - ix. Central Stand – Chairperson Matt, Sara
 - x. Grand Marshal Contest - Patti
 - xi. Beer Stand and Ticket Stand - Patti
 - xii. Parade Resolution - Patti
 - xiii. Bands/Entertainment - Patti
 - xiv. Carnival- Patti
 - xv. Work Schedule - Patti
 - xvi. Courtesy Vans – Patti
 - xvii. Sponsorships – Patti
 - xviii. Advertising - Patti
 - xix. Tram – Patti, Lorin
 - xx. Infrastructure/Grounds -Jay, Lorin, Billy
 - xxi. Alcohol Sales/ Licensing – Bethany, Patti
 - xxii. Fireworks – Bethany, Patti
 - ◆ Each member is expected to work **at least 1 shift** in the central stand or beer stand in addition to assignments.

B. Eclipse 2024 – Patti Carter

- xxiii. Signage – Patti
- xxiv. Food Vendor Liaison – Cynthia Lawder
- xxv. General Vendor Liaison – Heather
- xxvi. Central Stand – Cohen Complex – Bethany
Cole Memorial Park – Sara
Riverfront - Dean
- xxvii. Viewing Sites – Patti
 - ◆ Cole Memorial Park
 - Parking Passes - Patti
 - Camping – Patti
 - Events – Patti
 - Entertainment – Patti
 - Food Vendors – Cynthia Lawder
 - Facilities – Patti
 - ◆ Cohen Recreation Complex
 - Parking Passes – Patti
 - Events– Patti
 - Entertainment – Patti
 - Food Vendors – Cynthia Lawder
 - Facilities – Patti
 - ◆ Riverfront
 - Parking Passes – Patti
 - Events – Patti
 - Entertainment – Patti
 - Food Vendors – Cynthia Lawder
 - Facilities – Patti
- xxviii. Directing Stakeholders – Patti
- xxix. Advertising – Patti
- xxx. Media - Patti
- xxxi. Website – Mike McClure
- xxxii. Public Safety –
 - Chief Bobby Helmers
 - Chief Marty Bert
 - Sheriff Jarrod Peters
 - Charles Bargman, II, EMA Coordinator
- ix. Tourism and Visitors – Melissa Gross
- x. Infrastructure/Grounds -Jay, Lorin, Billy, Steve
- xi. Education – Patti/Brenda
 - Schools/ Daycares
 - Community
 - Institutions/Facilities
 - Businesses
 - Eye Safety
- xii. Merchandise – Patti
 - Online – Patti
 - Pop Up Booths (Cohen, Cole, Riverfront, Gazebo, and City Hall?) – Patti

- C. Christmas on the River 2023 – Patti Carter
 - i Itinerary - Patti
 - ii Sponsorships - Patti
 - iii Holiday Home Lighting - Patti
 - iv Santa Visits - Patti
 - v VFW Vendors - Patti
 - vi Advertising – Patti
 - vii Santa On The Square – Patti (Matt, Wendell, Rebekah, Wendy, David, Jeremy)
 - Food Vendors - Jeremy
 - viii Legion Vendors – Wendy
 - ix Parade Chairperson – Wendell (John, Rebekah, David, Matt
 - x Community Tree Lighting Chairperson – Heather (Jay & Billy)
 - Santa Comes To Town – Heather (Matt & Joby)
 - xi. North Pole Letters Chairperson – Sara (Dean)
 - xii. Reindeer Games Chairperson – John (Dean Writer) {Joby, Rebekah, Jeremy, Wendy, David, Sara}
 - xiii. Evergreen Cemetery Signs Of Remembrance Chairperson – Dani Valleroy (Teri Crum)

12. Old Business

13. New Business

A. Concessionaire Inquiries

14. Unfinished Business

15. Any other business

16. Adjournment

MEMBERS

JAY ALISON

WENDY ATCHISON

BILLY BELTON

PATTI CARTER-CHAIRMAN

DAVID DELCAU

SARA DILLMAN-SECRETARY

JEREMY HARGIS

REBEKAH HILLERMAN

HEATHER Mc CARTNEY

MATT Mc COY

DEAN MEREDITH

JOBY PETROWSKE

COLLETTE POWLEY

WENDELL QUINTANA

JOHN REITH-VICE CHAIRMAN