



200 N. RIVER STREET / MONTGOMERY ILLINOIS 60538

Village of Montgomery

Agenda

Intergovernmental Committee Meeting

I. Call to Order

II. Roll Call

III. Approval of Minutes

- A. June 26, 2017 *(Attached)*
- B. July 24, 2017 *(Attached)*

IV. Items for Discussion

- A. Montgomery Fest Recap
 - 1. Review of Event
 - 2. Review Expenses *(Attached)*
- B. Upcoming Events
 - 1. Halloween Safety Event
 - 2. Tree Lighting/Festival of Trees
- C. Update on Recycling Events

V. New or Unfinished Business

IV. Adjournment

Monday, June 26, 2017 6:00 p.m.

200 N. RIVER STREET / MONTGOMERY ILLINOIS 60538

Village of Montgomery Agenda Intergovernmental Committee Meeting Minutes

I. The meeting was called to order at 6:05 p.m.

II. Roll Call: Present were Trustees Doug Marecek, Steve Jungermann, Denny Lee, Steve Jungermann, President Matt Brolley, Deputy Chief Armando Sanders, Director of Public Works Todd Hoppenstedt, Director of Community Development Rich Young, Village Clerk Penny Fitzpatrick, Engineer Pete Wallers, Police Management Analyst Ada Rippinger, Sergeant Liz Palko, members of the press and guests. Trustee Theresa Sperling arrived at 6:10 p.m. and Trustee Pete Heinz arrived at 6:24 p.m.

III. Approval of Minutes: It was moved by Trustee Marecek and seconded by Trustee Lee to approve the minutes of May 22, 2017. Motion carried 4-0.

IV. Items for Discussion

A. Sunday in the Park Recap: Trustee Doug Marecek noted it was a successful event. He thanked the Police Department for bringing their tactical response truck and mounted rangers, EEI for their ice cream donations, Director Hoppenstedt and Public Works for setup and cleanup, Village Clerk FitzPatrick for help scooping ice cream, President Brolley, Chief Meyers, Sergeant Palko, Ada, Judy and everyone else who attended and contributed to the event.

He mentioned the tactical response truck, mounted rangers on horseback and hacky sack guy were a hit with residents. The Hacky Sack Guy, Andy Linder, entertained and interacted with the kids for three hours and free hacky sacks were handed out by the park district. A few glitches experienced were the Fox Valley Park District delivering the porta potty rentals to the wrong park, the taco truck running out of steak tacos and temporarily running out of ice cream before Trustee Marecek replenished the supply.

Director Hoppenstedt suggested the village control the porta potty rentals next year by renting them instead of getting a free donation from the park district. Trustee Marecek noted a brief problem with power to the stage and mentioned the power outlet used still had burn marks on it from a previous event and was in need of some maintenance.

B. Montgomery Fest

1. Fireworks: Trustee Lee noted fireworks bids were received from Melrose Fireworks, Johnny Rockets, Flashing Thunder and J & M Displays. Discussion was had on providing at least a 22-minute well-paced show for the \$10,000 budget with a good finale. Also discussed was the length of the contract (one versus three years) and if the village could cancel or shorten the contract if the show was not satisfactory. Finally discussed was the best location to shoot off the shells and if larger shells to clear the mature trees in the area would be preferred.

It was moved by Trustee Marecek and seconded by Trustee Jungermann to accept the fireworks bid from Johnny Rockets. Motion carried 5-0.

2. Beer Sales (fencing/tent/location/traffic flow): Trustee Marecek discussed potentially moving the beer sales from the tent on the street to the food court area on the end to make everything more cohesive. President Brolley would like to build on the successes of the beer tent for its third year of operation. The beer trailer is about 10'x14'. The park district would allow it, a food vendor spot has opened up for it and food and beer sales might benefit by being kept together.

Fencing, three gates and signage placement was discussed to control alcohol usage only in approved areas. Also discussed was referring to the beer tent as a "courtesy tent" sponsored by the Montgomery Foundation with tables and chairs for shade and seating to help with overcrowding from the food area. Appropriate signage, right of way for golf carts and placement of the tent, stage and fencing were discussed for optimal use for all purposes. A handicapped parking area was confirmed.

Director Hoppenstedt cautioned that the courtesy tent area should be fenced off on the pavement to protect the tables and chairs from the elements and theft. A cleaning service will be utilized to clean off the food tables. President Brolley commented that the Foundation would again reimburse the Village with a \$2000 donation.

Consensus was reached to move the stage and tent forward by six feet to the midline of the street to create a right of way behind them for staff golf cart traffic. It would still allow for dancing and seating in front of the stage on the street. President Brolley stated his concern for outside beer sales fencing controls to be in place.

Director Hoppenstedt noted and consensus was reached that fencing options could be utilized along the curb line on the west side of the street in the grass to The Mill Tavern which would incorporate resident driveways and be simple and low cost for Public Works. Appropriate signage could also be incorporated as well. Deputy Chief Sanders confirmed that alcohol wrist bands would be utilized again. Trustee Sperling left the meeting at 6:42 p.m.

3. Carnival Fencing/access points: Director Hoppenstedt noted the carnival fencing would remain the same as last year with small changes near the park bench and gates. Trustee Lee advised that a nontransferable, non-water soluble plastic carnival wrist band would be utilized with tickets.

4. Grand Marshal: Trustee Lee has Paul Straits lined up for next year's Grand Marshal and is still working on someone for this year.

5. South Moon: Director Young indicated they have scaled back their activities to do only food sales up in front and a beer garden in the back. Also, possibly a small car show of 4-5 cars in their other parking lot across the street on Saturday only.

V. New or Unfinished Business: Trustee Marecek noted that fundraising for this year is approximately \$20,000 with a few donors lost but a new list of possible vendors is being worked on. Trustee Lee noted that DCV Imports lost their fireworks license in the state of Illinois and could not provide the fireworks for the fest this year.

IV. Adjournment: It was moved by Trustee Lee to adjourn the meeting at 6:58 p.m. All were in favor.



200 N. RIVER STREET / MONTGOMERY ILLINOIS 60538

Village of Montgomery

Minutes

Intergovernmental Committee Meeting

- I. **Call to Order:** The meeting was called to order at 6:00 p.m.
- II. **Roll Call:** Present were Doug Marecek, Pete Heinz, Theresa Sperling, Denny Lee, Pete Wallers, Liz Palko, Ada Rippinger, Armando Sanders, Todd Hoppenstedt, Penny Fitzpatrick, Debbie Buchanan and embers of the press. Stan Bond arrived at 6:03 p.m.
- III. **Approval of Minutes:** There were no minutes to approve this evening.
- IV. **Items for Discussion**

A. Montgomery Fest—Debbie Buchanan provided an update that Community Christian Church will not be participating this year with a church service or family tent. Jenna Constable's band, ASAPH will sing on Sunday morning instead.

1. Fencing/access points—Pete Wallers showed a map indicating where fencing and gates will be. Denny Lee has ordered ink and stampers for the hands. It is permanent, non-transferable ink. There will be different stamps for each day.
2. Assignments—Larry and the janitorial services people will help with cleanup.
3. Final Details—Denny announced there will be an AllSteel display in Settlers cottage. Some of the Back Country Roads guys worked there. The Fire Department says the fireworks vendor has provided all info requested and they are very professional. We still have to pay \$2,000 if it is rained out. There is no rain date. This is a 3-year contract, with a “mutually agreed” cancellation clause.

Doug Marecek said sponsorships are at \$30,900 so we are in good shape. Liz Palko will check to be sure we can still use the Lyon Metal parking lot. Denny told Todd to have PW put yellow ribbon around the Lyon Metal grass lot at Mill and Main so no one parks on the grass.

The beer tent was discussed. It will be a tent in the food vendor area, with a small tent next to it to check IDs and sell tickets. Bassett training is needed for servers and ID checkers. The big tent will still be set up in the street with 6 picnic tables for people to use if they need shade.

Denny Lee said our carp derby is the longest running carp derby in the US, not just Illinois. Professional fishermen have wanted to take it over, but we want to keep it for the kids.

Pete Heinz will talk to Gerald Anderson about camping for the carnies. FVPD is the sponsor for the car show. Mill Tavern will be used again for handicap parking. The PD will issue a placard for River Street residents to allow them to park there.

The park will be sprayed on Friday and Sunday morning for mosquitos.

Booth security—security is present Thursday, Friday and Saturday night, but is not insured. PW could leave a light tower going overnight but residents might complain about the light or noise.

Department heads will provide a schedule of who is in charge for PD and PW and provide the list to board members. Everyone was reminded to go through the proper chain of command and notify the supervisor on duty when something needs to be done.

St. Luke's is going to have a small car show in the lot across from South Moon. They understand there is no street access during the Fest.

V. New or Unfinished Business

IV. Adjournment: The meeting was adjourned at 6:53 p.m.

Montgomery Fest 2016

Expenses

	Amount
Entertainment/ Stage	
Evolution (Hi Infidelity Inc)	\$1,800.00
Next Tuesday Band	\$500.00
Nygel Ajax Band	\$850.00
Dabylon	\$300.00
Whiskeyfist	\$650.00
Centerfold	\$1,600.00
Back Country Roads	\$2,000.00
BMI	\$336.00
ASCAP	\$339.00
Sound Company (Hi Infidelity Inc)	\$1,800.00
BMX Aerial Stunt Team	\$400.00
MGT (T-shirts)	\$253.00
Sound Stage Friday Eve.	\$0.00
Mr. Freeze	\$100.00

Total: \$10,928.00

Parade

Kane County Mounted Rangers	\$300.00
Kaneland Marching Band	\$900.00
BMX Aerial Stunt Team	\$1,100.00
East Aurora H.S. Band	\$900.00
Greg Murray Sound	\$350.00
Shriners	\$200.00
Proviso West H.S. Band	\$900.00
Sandwich H.S. Band	\$900.00
Review stand rails/skirting	\$230.50

Total: \$5,780.50

Carnival/ Events

Metal fence rental (carnival)	\$105.00
Miller Petting Zoo	\$1,700.00
Straw	\$42.00
Tower Hill Stables	\$1,250.00
Car Show (Trophies/DJ)	\$1,500.00
Boy Scout Fishing Derby	\$126.45
Snow fencing & supplies-carnival	\$1,737.86
Carnival tickets	\$237.40

Total: \$6,698.71

Fireworks

DCV Imports	\$8,000.00
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Total: \$8,000.00

Montgomery Fest 2017

Expenses

	Amount
Entertainment/ Stage	
Semple	\$2,000.00
LAVA Rock	\$1,600.00
Field Day	\$800.00
Whiskeyfist	\$650.00
Randy Walker	\$400.00
Back Country Roads	\$2,000.00
BMI	\$342.00
ASCAP	\$341.00
Sound Company (Hi Infidelity Inc)	\$1,800.00
Mudslingers BMX Stunt Team	\$500.00
MGT (T-shirts)	\$208.00
Mr. Freeze	\$100.00
ASAPH	\$100.00

Total: \$10,841.00

Parade

Kane County Mounted Rangers	\$300.00
Kaneland Marching Band	\$900.00
East Aurora H.S. Band	\$900.00
Greg Murray Sound	\$350.00
Proviso West H.S. Band	\$900.00
Sandwich H.S. Band	\$900.00
Tunes of Glory	\$900.00
Review stand supplies	\$0.00

Total: \$5,150.00

Carnival/ Events

Locks	\$288.00
Carnival hand stamps	\$79.98
Miller Petting Zoo	\$1,700.00
Tower Hill Stables	\$1,250.00
Car Show (Trophies/DJ)	\$1,500.00
Boy Scout Fishing Derby	\$127.95
Carroll Distr/barrier fence	\$248.80
Conserv FS/Snow Fence	\$268.65
Straw for petting zoo	\$42.00

Total: \$5,217.38

Fireworks

Johnny Rockets	\$10,000.00
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Total: \$10,000.00

Power

GenPower/Generators \$4,537.00
Feece Oil (Fuel) \$395.38

Total: \$4,932.38

Advertising/Supplies

Johnos (T shirts) \$230.34
Kelmscott (Signs) \$1,425.00
Amazon (tow away sign) \$273.18
Traffic Control (for signs) \$1,240.55
BW Signs \$228.00
Wood lath for PD no parking signs \$175.76

Total: \$3,572.83

Sanitation/ Cleanup

Hoving Pit Stop (toilets) \$3,475.25
Youth group Cleanup/bike corral \$350.00
Hoving street sweepers \$2,356.50
Pike Sytems (Garbage Liners, etc) \$357.00
Edmonds (Trash liners) \$152.08
Food vendor hose purchase \$103.90
Mosquito spraying \$989.00
Citywide Bldg Maint (clean up) \$250.00

Total: \$8,033.73

Overtime

Friday night \$3,356.32
Saturday \$8,582.57
Sunday \$9,441.48

Total: \$21,380.37

Misc.

Tents (Dan Regnier) \$300.00
Durham Bus \$2,300.00
Cadets/security \$510.00
Salt Creek BBQ Payout \$80.00
Genoa Payout \$191.00
Supplies (see attached) \$1,141.98
GCP Sales (Golf Cart rentals) \$1,100.00
Kart Werks \$1,370.00
Legal Fees \$825.00

Total: \$7,817.98

Total INCOME \$66,437.75
Total EXPENDITURES (w/OT) \$77,144.50
Expenditures w/out Overtime \$55,764.13

Power

Marshall Electric \$255.85
GenPower/Generators \$4,975.00
Feece Oil (Fuel) \$329.99

Total: \$5,560.84

Advertising/Supplies

Staff T shirts \$155.50
Kelmscott (Signs) \$435.00
Action Graphics \$170.00
Postage \$375.00

Total: \$1,135.50

Sanitation/ Cleanup

Lakeshore Recycling (toilets) \$3,650.00
Youth group Cleanup/bike corral \$350.00
Lakeshore street sweepers \$1,875.00
Pike Sytems (Garbage Liners, etc) \$220.85
Sanitation Supplies \$47.20
Mosquito spraying \$505.00
Citywide Bldg Maint (clean up) \$3,195.75
Goosebuster \$352.38

Total: \$10,196.18

Overtime

Friday night \$3,640.84
Saturday \$5,000.22
Sunday \$8,577.57

Total: \$17,218.63

Misc.

Tents (Dan Regnier) \$300.00
Durham Bus \$2,300.00
Cadets/security \$1,590.00
Salt Creek BBQ Payout \$126.00
Genoa Payout \$0.00
Supplies \$332.71
GCP Sales (Golf Cart rentals) \$2,000.00
Kart Werks \$630.00
Legal Fees \$0.00

Total: \$7,278.71

Total INCOME \$62,833.00
Total EXPENDITURES (w/OT) \$72,598.24
Expenditures w/out Overtime \$55,379.61

Revenue:

Sponsorships	\$36,950.00
Food Vendor booths	\$10,150.00
Carnival Income	\$14,997.75
Craft/vendor booths	<u>\$4,340.00</u>

Total: \$66,437.75

Montgomery Fest 2016

Beer Tent

(Paid by Montgomery Foundation)

Top Notch Table/Chair rental	\$363.13
Generator (First Place Rental)	\$240.95
Gas for Generator	\$45.00
Police Officers/Security	\$700.00
Lights	\$0.00
United Rent a Fence	<u>\$647.50</u>

Total: \$1,996.58

Revenue:

Sponsorships	\$35,600.00
Food Vendor booths	\$9,100.00
Carnival Income	\$13,043.00
Craft/vendor booths	<u>\$5,090.00</u>

Total: \$62,833.00

Montgomery Fest 2017

Beer Tent

(To Be Paid by Montgomery Foundation)

Generator (First Place Rental)	N/A
Gas for Generator	N/A
Police Officers/Security	\$747.78
Fence post for beer tent	\$349.00
BW Signs for beer tent	\$560.00

Total: \$1,656.78

The Montgomery Foundation donated \$2,000 to Montgomery Fest which is included in the sponsorship totals