

RIVER BEND PARKS & RECREATION/COMMUNITY APPEARANCE COMMISSION
ADVISORY BOARDS
SPECIAL MEETING MINUTES - DRAFT
SEPTEMBER 16, 2026 — 5:30 PM
COMMUNITY BUILDING - 51 SHORELINE DRIVE

Board Members Present: Brenda Hall, Jon Hall, Jackie Herbster, Steven Sarg, Beth Stokes, Victoria Stuppy

Board Members Absent: Pat Lineback

Others Present: Jeff Weaver, Barbara Maurer

Victoria Stuppy called the meeting to order at 5:30pm with a quorum present.

Brenda Hall motioned to add a discussion of National Night Out (NNO) participation and activities. Jon Hall seconded the motion. The motion carried unanimously.

The Chairs of CAC, EWAB and P&R had previously discussed combining efforts at NNO. The members present agreed to have two tents representing all of the Boards for cross-promotion. It was agreed to have a popcorn machine, flyers highlighting the work of all of the Boards, placards for each of the Boards and candy. Victoria suggested using a screen and video projector to display photos from past events and activities. The respective boards will provide digital photos by September 28. Victoria will inform Kristie of the combined effort and follow up with Chief Joll to ensure the drunk driving demo takes place far from where the Board tents will be set up.

Brenda Hall provided an update on CAC's plans for the Fall Festival scheduled for October 30. She is still having trouble finding a hay wagon and tractor despite numerous calls and contacts. Jon Hall suggested renting trailers and having volunteers pull with trucks. These can be decorated with hay and everyone agreed this was a great back up option. Brenda and Jon will explore renting and Victoria will follow up with Delane regarding insurance and liability. Brenda has also contacted a banjo player to provide musical entertainment and will update when he is booked.

Victoria provided an update on P&R's plans and informed that both the petting zoo and Alpaca farms were not viable options for different reasons, but the kangaroos are still an option. She has also reached out to Possumwood Acres and will inform. She also noted the bull riding rental was not available, everyone agreed the mega slide would be a good second option. The plans for a costume parade will include adults, children and pets. Beth Stokes and Victoria will purchase pumpkins to paint/decorate. Brenda and Jon will purchase pumpkins and mums for décor. P&R has a Fall backdrop and will reach out to Buddy Sheffield to ask if he can create wood cutouts to create a farmhouse stand.

Since the Fall Festival will coincide with the last Farmers Market of the season, Victoria informed that there will be multiple food trucks. Brenda suggested that the vendors provide candy for the kids. She further suggested that all of the advertising clearly indicate that this will not replace trick or treating. If the map is available, we will also provide those to attendees. Jackie Herbster suggested contacting Chicago Braised for inclusion as a food truck option. Victoria will be responsible for creating the flyer and sharing it with the other members for approval.

All three boards will meet again on 10/13 at 5:30pm to finalize the plans & firm up the details of the fall festival.

There being no further business, Jackie Herbster moved to adjourn, seconded by Beth Stokes. The meeting adjourned at 6:38 pm.

Submitted by Beth Stokes