



*City of Bridgeton*  
*Parks & Recreation*  
*Department*

**Terry Briggs**, Mayor  
Brendan Kane, Director

**Special Events Commission Meeting**  
**March 28, 2022 Reporting**

**Open:** 6:00 PM - Call to Order

**Roll Call:**

**Present:** Matt DeWitt (Chair), Connie Buenemann, Carol Chaney, Valerie Corey, Julie Chase, Delores Mimms, Al Thal, Josie Hudson, Ginger Noblitt, Dan Volmert, Kim Volmert, Gretchen Luke (Ex. Officio), and Angela Wright (Secretary)

**Absent:** Carol Steinbach

There was a quorum.

**March 28, 2022 Agenda Approval:**

There was a motion made by Julie C. to approve the evening's agenda. Then there was a 2<sup>nd</sup> from Delores M. 'Ayes' were the majority, approving the 3/28/22 meeting's agenda.

**Previous Meeting Minutes:**

Al T. approved the February minutes with an exception to correct the car judging categories. Once acknowledged that the categories had changed [to CLASSIC, CUSTOM, and JOE HOOD MEMORIAL], then Carol C. 2<sup>nd</sup> the motion. After voting, the outcome was unanimous that the February 22, 2022, meeting minutes would be approved as written with the car judging categories being edited/updated/changed going forward.

**Ex-Officio Report:**

Councilwoman Gretchen Luke provided attending members with up-to-date city changes and events (i.e., March 30<sup>th</sup> Town Hall meeting regarding the police dispatch transition, April 5<sup>th</sup> Election, April 10<sup>th</sup> Pancake Breakfast sponsored by the Kiwanis, April 23<sup>rd</sup> Beautification Plant Giveaway, April 30<sup>th</sup> Drug Takeback and May 5<sup>th</sup> Day of Prayer, Landfill updates, etc.). She also addressed questions and/or concerns from attending members.

Additional information is available via the Bridgeton Banner Newsletter and the city's website located at [www.bridgetonmo.com](http://www.bridgetonmo.com).

**New Business:**

NONE

## Summary of Old Business:

### *July 4, 2022 Parade Celebration Preparation – Matt announced... “97 days until the Parade!”*

*NOTE: We will be using the July 4<sup>th</sup> Checklist going forward to ensure all tasks are being covered. Below are bulleted discussion items that need clarification or finalizing.*

- **Marketing** – Ashleigh B., Valerie C. and Angela W. – The parade information is now on the Bridgeton web site, Mayor’s Newsletter, and the Maryland Hgts/St. Ann Localite Shopper. We will be directing people to the Bridgeton website for current up-to-date information as well.
- **Bands** – Valerie will now call and email schools like Parkway North and schools in the St.Charles area to make sure they have received their invitation for participation letters.
- **Polo-Shirts (new members)** – Ginger N. placed an order with Karleen Schrupf of Arch City Monogramming for Special Event polos for new members. The invoice has also been received.
- **Trophies** – Dan V. sent a sample of a dash plaque around the table for all attending members to examine. He advised that Woltman quoted \$1.25 each and asked the committee to decide if we want to purchase individual plaques for all cars participating in the ‘Car Show.’ Julie C. made a motion to purchase dash plaques for every car in the car show @ \$1.25 each. Connie B. 2<sup>nd</sup> the motion. The motion was put to a vote and the ‘Ayes’ were unanimous.

Dan V. also recommended using plaques for car awards this year instead of trophies. He suggested that they are not as bulky, and people can take them to car shows as well as hang them in their homes/garages on the wall so they do not take up space etc. Connie B. motioned to change the car awards from a trophy to a plaque. At 2<sup>nd</sup> the motion. It was put to a vote and the ‘Ayes’ were unanimous.

Josie brought pictures of her recommended float trophy designs. She thought we would use the similar design as last year with a star topper that would have the Bridgeton Logo in the center. We could also decide if we wanted red, white, and blue card stock in the center of the columns or on the outer portion.

Samples will be brought to the April meeting.

- **Judging Station Property** – Gretchen approached Robert Gunn about the old Bridgeton City Hall location we use for our judging station (Now being sublet by MO National Guard) being owned by the City of St. Louis. It has a no trespassing sign on the parking lot. Robert will investigate and inform Gretchen of his findings.
- **Giveaways** – Last meeting we voted and came up with drawstring bags and plastic water bottles for a portion of our giveaways. Ginger N. advised that the vendor wanted to steer us away from the draw string bags as they will not travel far when thrown. Attending members agreed with the vendor. The handbags were removed from our list of giveaways. Ginger also presented all attending members with 3 bids from 3 vendors for the hand flags, hand fans, and water bottles.
  - There was a unanimous decision to go with the hand flags, fans (w/Leonardo DRS on the back of fans), and plastic water bottles with the Bridgeton logo.
  - NOTE: We must place 50% down at the time of ordering. Gretchen offered to take the purchase order to City Hall to expedite the order.
- **PHS Royalty:** Valerie C. contacted the Resource Desk at Pattonville High School to obtain information on the Homecoming King & Queen, Mr. PHS, and this year’s 2022 Prom King & Queen. The Resource Desk called Valerie and she needs to respond. Gretchen L. advised that Jerry Grimmer offered his mustang and his friend’s mustang to carry Royalty.

- **Senior Parking/Viewing of Parade** – Matt will get with Faith Baptist Church to inquire about using their facility for senior parking and viewing.
- **Honor Guards** - We will be using the Scout troops as Honor Guards since the Pattonville Fire District (PFD) Honor Guards want to stay with their organization during the procession. Carol S. will check with her contact about participating and riding in the parade.
- **Hot Dogs** – We all agreed that the hotdog count would be 1800 this year.
- **McAlister's Tea** - We were not sure what happened to McAlister's last year. Connie said that the McAlister's employees said that Andy forgot about the parade. Angela will contact Andy to see what is happening.
- **Costume Contest** – Carol S. will oversee the costume contest this year.
- **Golf Carts** – Attending members went through designated carts and the amount of golf carts needed. Angela & Matt reviewed the previous decision and made revisions since Ashleigh would be here as well as Angela's successor. See the final assignments listed below:
  - Valerie & Carol C.
  - Julie & Jeff (Julie's Husband)
  - Dan & Kim
  - Al & Carol S.
  - Connie & Cindy L.
  - Matt & Ashleigh
  - Angela & Newby
- There were discussions among attending members which also lead to the following purchasing decisions:
  - Taking the gift cards and parade float winner monies out of our float stipend line item.
  - Taking the payment of the trolley out of our advertising/marketing monies.

Before ending the meeting, Matt reviewed the undertakings received from attending members (listed below) and asked that we work on the tasks and come back with a status in April:

- **Flyers & Entry Forms** – Angela print and bring to meeting
- **Bands** – Valerie C. and Carol C. (Check with schools including Hazelwood and Ritenour) Valerie will contact schools & community resources offices. Carol C. will help look for groups and garage type bands.
- **Royalty** – Valerie C. return call to PHS
- **Honor Guard** – Carol S. suggested and offered to contact a group
- **Promotional items** – Ginger will have information to Angela for completing purchase orders
- **Trolley** – Angela will check into getting a contract completed with St. Louis Trolley for the parade marshals (with a cap of \$1500). She will also work on marketing with Valerie & Ashleigh.
- **Trophies** (New Categories) - Dan V. Kim V., Julie C., and Josie H. will bring sample trophies to the next meeting.
- Past Participant list for May - Angela
- Hollywood & Ameristar Casinos – Josie asked Angela to follow up and check and see if Holly Harton, General Manager Executive Assistant, is on board with the initial agreement of providing 50 cases of water.

After Matt went through the above expectations for our April meeting, there was a motion to end the meeting. 'Ayes' won the motion and the meeting was adjourned at 7:34PM.

**NEXT OFFICIAL MEETING SCHEDULED FOR  
6 PM TUESDAY APRIL 25, 2022  
AT THE BRC**



Respectfully Submitted,

Angela Wright – Secretary