



8040 S. 6TH Street
Oak Creek, WI 53154
(414) 766-7000
Heritage Room
Kyle Kolhouse – Chair
Kristi Maggard – Secretary

CELEBRATIONS COMMISSION MINUTES

THURSDAY, MAY 5, 2022

6:00 P.M.

The City's Vision

Oak Creek: A dynamic regional leader, connected to our community, driving the future of the south shore.

1. **Roll Call:** Present: Chairperson K. Kolhouse, C. Kolhouse, K. Maggard, R. Maggard, T. Rufer. C. Francisco, J. Kroening. Guest in attendance: Lisa Marshall. Absent: C. Bautch, R. Atwood
2. **Review and take action on Treasurer's report.**
 - a. Commissioner R. Maggard, moved to approve the Treasurer's report of 3/03/2022, seconded by Commissioner C. Francisco on roll call, all voted aye, vote was unanimous, motion carried.
3. **Approval of April 7th, 2022 minutes.**
 - a. Commissioner J. Kroening, seconded by Commissioner C. Francisco, moved to approve the minutes of 03/03/2022. On roll call, all voted aye, vote was unanimous, motion carried.
4. **Easter Re-cap discussion.**
 - a. Commissioner K. Kolhouse suggests moving the Egg event to the Henry Miller Park and the high school and include a breakfast with the event. Discussion to be considered for next year. We could have use of the warming house which would be a benefit as it has a bathroom.
 - b. Commissioner K. Maggard suggests possibly 2 rounds of egg drop at next year's event.
 - c. Commissioner L. Marshall suggests possibility of 'egg drop' from in the air or an apparatus that brings someone up high.
 - d. Commissioner K. Maggard suggests changing promotional material to include clear instruction on when egg hunt begins.
5. **Motion to take action on Fireworks Contract.**
 - a. K. Kolhouse presents commission with fireworks contract. Commission members review contract including cost of fireworks as a group. Note that there is a price increase of several thousand dollars as compared to last year. Commissioner J. Kroening moves to accept contract for fireworks, Commissioner R. Maggard seconds the motion. All vote aye, no one in the negative. Motion carried.
6. **Discussion Regarding July 4th Celebration**
 - a. Commissioner K. Kolhouse opens discussion of action items needed for moving forward with participants for the parade.
 - b. Commissioner K. Kroening brings forward question regarding a possible conflict of interest with his participation in the commission and L. Marshall also being involved. Commissioner K. Kolhouse and L. Marshall both agree that there is no conflict of interest involved.
 - c. Commissioner K. Kolhouse gives rough estimate of funds available following payment of fireworks. Funds estimated at approximately \$21,000.

- d. Commissioner K. Kolhouse asks L. Marshall who was hired for the parade last year and how much was paid for each participant.
- e. L. Marshall reports on payments made for parade participation of the following groups: OC high school marching band (\$650), three single performers were paid, Klemme floats (\$650), Funk Enterprises (\$1,000), Infinite Music Works, and Hot and Dirty Brass Band were some that she was able to recall.
- f. Commissioner C. Kolhouse requests action agenda items task list for the parade to be shared by L Marshall.
- g. Commissioner K. Maggard raises question regarding ice cream at the legion following the parade. Chris Kudzcowski was responsible for purchasing the ice cream for last years parade. L. Marshall reaching out to confirm cedar crest ice cream.
- h. Commissioner K. Kolhouse the Girl Scouts will be selling the corn and returning the cost of goods back to John B. John is a Lion's member who got permission to use the Lion's roaster for this event to help the Girl Scouts out.
- i. Commissioner K. Kolhouse confirms that Lions club will hand out flags during the parade
- j. Commissioner K. Kolhouse suggests reaching out to Eder flags to obtain flags for distribution. Commissioner C. Francisco volunteers to contact Eder flags to obtain possible donation.
- k. Commissioner K. Kolhouse requests social media post to be made for parade participation. Commissioner K. Maggard confirms that a social media post will be made tonight for registering for parade participation.
- l. Commissioner C. Kolhouse suggests assigning people to contact list to reach out to past parade participation groups. Commissioner K. Kolhouse confirms that he will send out email with participation list and assign commission members. Commissioner K. Maggard confirmed that Commissioner K. Kolhouse will send email with spreadsheet for contact assignments.
- m. Commissioner K. Kolhouse reports that he will be managing contacts for sponsorship for the parade.
- n. Commissioner K. Kolhouse will meet with Scott Holler the athletic director at the high school to facilitate participation in the parade from various HS clubs and sports teams.
- o. Commissioner K. Kolhouse will manage a master list for parade participation, will manage sponsorship procurement, will meet with police and fire,
- p. Commissioner C. Francisco asks L. Marshall what Klemme floats cost for the parade.
- q. Commissioner K. Kolhouse makes suggestion to eliminate the food truck option for fireworks this year. All agree that this would be best.
- r. Commissioner R. Maggard to reach out to OCAG for providing concessions/snacks at the pavilion for this year's fireworks.
- s. Commissioner C. Francisco to investigate ice cream truck for the fireworks.
- t. Commissioner K. Kolhouse to investigate the possibility of miller pond park bathrooms to be opened for the parade.
- u. Commissioner K. Maggard to email Leslie regarding post for parade participation.
- v. Commissioner J. Kroening reports that he will be out of town for the 4th of July and would like to help as needed but will not be present for the event.
- w. Commissioner K. Maggard requests email for confirmed participants to be updated.
- x. Commissioner K. Kolhouse suggests meeting every other week until the parade to better prepare for this scope of an event.
- y. Commissioner K. Maggard suggests deadline for sponsors. Commissioner K. Kolhouse gives June 6 deadline for sponsorship.
- z. L. Marshall suggests going through the final line up and looking top 30 participants and following the line up from past events and do it the same.

Next Meeting: June 2, 2022

7. **Adjournment:** Motion by Commissioner J. Kroening to adjourn meeting at 7:18 p.m. motion seconded by Commissioner C Kolhouse, all voted aye, vote was unanimous, motion carried.