



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

CELEBRATIONS COMMISSION MINUTES

February 2, 2023

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, Commissioner C. Francisco, Commissioner R. Atwood, Commissioner K. Maggard, Commissioner R. Maggard, Commissioner C. Schaack
Excused Absent: Commissioner C. Kolhouse, Commissioner T. Rufer, and Commissioner C. Bautch. Unexcused Absence: Commissioner J. Kroening. Guest in attendance: M. Guse
2. **Review and take action on Treasurer's report.**
 - a. Chairperson K. Kolhouse reported that he was unable to obtain a most recent copy of the Celebrations Commission bank statement. A statement from November was looked at and the Commission discussed possible monies from Educators Credit Union totaling \$10,000. Treasurer J. Kroening was absent at this evening's meeting. Unable to receive and act on a report.
 - b. Chairperson K. Kolhouse moved to appoint Commissioner R. Maggard to assist with treasurer position. Commissioner C. Francisco, on roll call, seconded motion. All voted aye, vote was unanimous, motion carried.
3. **Approval of November 17, 2022 minutes.**
 - a. Commissioner K. Maggard presented minutes from the November meeting. Commissioner R. Atwood notes correction of date from November 22 to November 17. Commissioner K. Maggard to make correction before submission to the City. Chairperson K. Kolhouse moved to approve minutes with correction of date. Seconded by Commissioner C. Francisco on roll call, all voted aye, vote was unanimous, motion carried.
4. **Discuss Post Light the Square and Giving Tree events.**
 - a. Chairperson K. Kolhouse placed phone call to Ron from the lighting company that did the show for follow up conversation. Items discussed during the phone call included how to fix the problems with the breaker switches so lights wouldn't go out.
 - b. Chairperson K. Kolhouse and Ron discussed setting up a meeting with Kevin from the City to problem solve power issues related to lights in the Drexel Town Square.
 - c. Commissioner R. Atwood proposed bringing back the real tree for next year, all on roll call in agreement to do so for 2023.
 - d. Chairperson K. Kolhouse informed Ron that Commission thought the sound was not loud enough the night of the event. Ron informed Commission that he received a phone call from Kevin at the City that residents in Drexel Town Square were complaining that the sound was too loud and they were asked to turn it down. Will confirm for next years event having sound

louder on the night of the event and then set at a reasonable level for the remainder of the season the show will run.

- e. Ron from the lighting company informed Commission that if we wanted more sound on the night of the event it would require bringing in more speakers and sound equipment. This would cost more money.
- f. Commissioner C. Francisco dialogued with Ron that we would be moving the event up one week for 2023 to allow for a longer run time and better weather.
- g. Ron informed Commission that the new proposal for 2023 includes more variety of light color and a greater number of lights in the square.
- h. Ron proposed a photo op angel wing for the splash pad area at a cost.
- i. Chairperson K. Kolhouse informed Ron that the Commission would review his proposal for 2023 and make final decision on purchase by June's meeting. Phone call was ended.
- j. Commissioner C. Francisco reported on crafts for the event and overall children's area. All on roll call felt that the event activities were appropriate and run well. Will plan similar for next year.
- k. Chairperson K. Kolhouse and Commissioner R. Atwood both expressed need for better signage at future events.

5. **Discuss Easter Event:**

- a. Commission agrees on date of April 1st 8:30 -10:30 a.m. for event of the community Easter Egg Hunt.
- b. Chairperson K. Kolhouse provided a report from meeting with culinary program at the High School, which will be running the pancake breakfast at the event. Included financial details. Commission will provide money for initial purchase of items needed for the breakfast in the form of an invoice and then the High School Culinary Department will reimburse the Commission from earnings made from ticket sale at the event.
- c. Commissioner R. Maggard expressed concern regarding potential loss related to this event. Commissioner R. Atwood seconds concern.
- d. Commissioner C. Schaack provided rough estimate of cost of \$5 per person for breakfast at the event.
- e. Commissioner C. Francisco suggested canceling pre-order plans for the event and just running it as a same day sale for the first year. Commissioner K. Maggard agreed with this suggestion. Commission all in agreement to do same day sale only.
- f. Commissioner C. Schaack suggested setting pricing as follows: 5 and under free, 6-11 \$6, and 12 and older \$8. The event will be all you can eat but will not be advertised as such.
- g. Chairperson K. Kolhouse reported menu will include sausage, pancakes, and beverages (juice and coffee).
- h. Commissioner C. Schaack reports that she may be able to get a discounted price on precooked sausage links from her stepdad at \$20 for 200 links. She will investigate it.
- i. Chairperson K. Kolhouse reports he will order sandwich boards for the event (2) to designate parking and building entrance for the breakfast.
- j. Commissioner C. Francisco will purchase the eggs for the egg hunts (20,000 eggs total and purchase candy separately) cost is reported at \$1,888 for the 20,000 plastic eggs.
- k. Chairperson K. Kolhouse suggested wristbands to identify community members who have purchased breakfast. Commission agreed.
- l. Commissioner R. Atwood to reach out regarding the golden egg from realty company.
- m. Commission set parameters for the Egg Hunt. Will separate areas by age 0-2, 3-6, and 7 and older.
- n. Commissioner R. Atwood suggested reaching out to Woodmans and/or Target for candy donations for the event.
- o. Guest M. Guse suggested Amazon and/or new Haribo for donations as well.
- p. Commission agreed to do 2 Egg Hunt times one at 8:30 a.m. and another at 10:30 a.m.
- q. Set up for the event will begin at 7:30 a.m.

- r. KM will dialogue with Leslie on obtaining necessary graphic for the event including a Facebook post and 1 banner.
 - s. Commissioner C. Schaack suggested we include 'while supplies last' for event promotion for the breakfast.
 - t. Commissioner C. Francisco suggested no craft or kid activity for this event. All in agreement.
6. **Next Meeting Date Set:** March 2, 2023
7. **Adjournment**
- a. Motion by Commissioner K. Maggard to adjourn meeting at 7:32 p.m. Motion seconded by Commissioner C. Francisco. All voted aye, vote was unanimous, motion carried.