



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

## CELEBRATIONS COMMISSION MINUTES

THURSDAY, SEPTEMBER 7, 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 R. Maggard, Commissioner C. Francisco, Commissioner M. Guse, Commissioner K. Maggard, Commissioner C. Kolhouse, Commissioner C. Schaack. Unexcused Absence: Commissioner R. Atwood. Guest in Attendance: Julianna Silva.  
Announcement of the resignation of Commissioner T. Rufer
2. **Review and Take Action on Treasurers Report.**
  - a. Commissioner R. Maggard reported the money in our Fund 10 account from the City is spent. Invoice from the fireworks has not yet been paid out. Current balance is \$5,665.95.
  - b. Chairperson K. Kolhouse reported that his request for an increase of \$10,000 for a total of \$35,000 from the City to fund a purchase for the Light the Square event is being reviewed.
  - c. Commissioner R. Maggard moved to approve Treasurers Report. Seconded by Commissioner M. Guse. On roll call, all voted aye. Vote was unanimous, motion carried.
3. **Approval of August 3, 2023 minutes.**
  - a. Commissioner K. Maggard presented the revised minutes from the August 3, 2023 meeting. Commissioner M. Guse moved to approve minutes. Seconded by Commissioner R. Maggard. On roll call, all voted aye. Vote was unanimous, motion carried.
4. **Discuss Light the Square Event.**
  - a. Commissioner R. Maggard confirmed with Discover Church that the Frozen characters will be present for the event.
  - b. Commissioner R. Maggard confirmed that the Letters to Santa mailbox is being constructed by the Ranger Adventure team and will be completed by early November.
  - c. Commissioner K. Maggard will schedule meeting with Jill Lininger, Library Director, for the end of September to finalize Library participation in the event.
  - d. Commissioner K. Maggard will reach out and invite Jill Lininger, Library Director, to October Celebrations Commission meeting.
  - e. Chairperson K. Kolhouse reported that the company is beginning to set up lights in the town square.
  - f. Chairperson K. Kolhouse to obtain a CRA for a real tree in Drexel Town Square for the holiday season.
  - g. Julianna Silva from Chick-fil-A reported that they will hand out free cookies at the event.
  - h. Commissioner C. Francisco sent an email, but has not heard back from YogaSix yoga studio about participating in the event.

- i. The Commission will finalize event plans with the Oak Creek Library before confirming with Jellystone.
  - j. Julianna Silva to reach out to the Salvation Army regarding hot cocoa truck participating in the event.
  - k. Chairperson K. Kolhouse to reach out to a popcorn company for participation in the event.
  - l. Commissioner M. Guse to confirm a Santa for the event.
  - m. Cherigale White Buchana reached out to Commission about having dancers at the event. Commission agreed to decline offer of dancers.
  - n. The Commission noted that a private a capella group will not be asked back for this years' event.
  - o. Julianna Silva to investigate the Oak Creek High School a cappella group to perform prior to the tree lighting.
  - p. Chairperson K. Kolhouse to confirm volunteers for the event.
  - q. Commission confirmed that the Oak Creek City website has been updated with new event information.
5. **Discuss Stockings for Seniors Event.**
- a. Commissioner K. Maggard to locate list of items for donation and send to Chairperson K. Kolhouse to have printed.
  - b. Event set up is scheduled for November 27, 2023, 5:30 – 7 p.m.
  - c. Commissioner M. Guse confirmed food drive with Hunger Task Force for the holiday event.
  - d. Commission will need stockings for the 80 residents at Booth Manor.
  - e. Commissioner M. Guse is continues to work on sponsorships.
  - f. Commissioner K. Maggard to talk with City about restocking the lists and the stockings during the event.
  - g. Commissioner C. Francisco will order stockings.
6. **Vote on 2024 Event Dates.**
- a. Easter Egg Hunt event on March 30, 2024, approved.
  - b. July 4th event on July 4, 2024, approved.
  - c. Halloween Trick or Treat event and safe site on October 27, 2024, approved.
  - d. Light the Square event on December 6, 2024, approved.
7. **Adjournment**
- a. Next meeting date set for Thursday, October 5, 2023, at 6 p.m. Motion by Commissioner R. Maggard to adjourn meeting at 6:56 p.m. Motion seconded by Commissioner C. Francisco. All voted aye. Vote was unanimous, motion carried.