



CELEBRATIONS COMMISSION MINUTES

THURSDAY, March 7, 2024

6:00 P.M.

8040 S. 6TH Street
Oak Creek, WI 53154
(414) 766-7000
Tower Conference Room
Ald. Lisa Marshall – Ald. Member
Paula Nevarez – Staff Member
Vacant – Chair
Kristi Maggard - Secretary
Robin Atwood
Colleen Francisco
Mary Guse
Richard Maggard

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: Staff Member P. Nevarez, Commissioner C. Francisco, Commissioner M. Guse, Commissioner R. Atwood., Commissioner R. Maggard, and Commissioner K. Maggard. Excused Absence: Alder Member L. Marshall Guests in Attendance: Julianna Silva
2. **Approval February 1, 2024 minutes.**
 - a. Meeting minutes from February 1, 2024 presented by Commissioner K. Maggard. Commissioner C. Francisco moved to approve minutes. Seconded by Commissioner R. Maggard on roll call, all voted aye, vote was unanimous, motion carried.
3. **Review and Take Action on Treasurers Report.**
 - a. Staff Member P. Nevarez gave update on current funds totaling \$35,138.22. Fireworks will cost approximately \$21,000.
 - b. Currently received a donation of \$2,500.00 from Martin law not accounted for yet in the current budget.
 - c. \$2,500.00 received from Educators Credit Union.
4. **Information and Discussion on the 4th of July Event - Fireworks.**
 - a. Staff Member P. Nevarez reports that the Oak Creek Branch of Educators CU and Martin Law Office, S. C. will be sponsoring the 4th of July celebration.
 - b. Alder Member L. Marshall has purchased fireworks and is waiting on Spielbauer Fireworks to confirm the order.
 - c. Commission to consider moving firework launch site and finalize at next month's meeting so city has time to plan.
 - d. Commissioner R. Maggard will liaison with Go Riteway Bus Company regarding shuttle bus service for the fireworks. Will order the same number of buses as last year.
 - e. Commission will need signage for shuttle drop off and pick up locations (loading zone). Julianna Silva will design signage and Commissioner R. Atwood will coordinate the printing.
 - f. Commission to communicate with community that there will be no handicap shuttle provided however handicap parking will be available at Lake Vista Park on a first come first serve basis.

- g. Commission will need to order and arrange garbage cans and picnic tables for the fireworks event. Will need to decide on number.

5. **Information and Discussion: Parade Logistics**

- a. Commissioner K. Maggard to reserve Port a John's from Pats Services, Inc. Plan to reserve one regular port a john at the post office with wash station, one at the legion (handicap with wash station), 5 regular porta johns and 1 handicap port a john with 2 wash stations at lake vista for the fireworks. Commissioner R. Maggard moved to increase the number of port a johns rented for the 4th of July event. Seconded by Commissioner R. Atwood on roll call, all voted aye, vote was unanimous, motion carried.
- b. Commissioner C. Francisco will reach out to Oak Creek Highschool band director regarding the need for a bus for transportation before/after the parade.
- c. Staff Member P. Nevarez will complete parade banners for sponsors.
- d. Staff Member P. Nevarez will talk with Kevin from DPW regarding alderman signs/banners for parade.
- e. Commissioner R. Maggard will reach out to both the fire and police to arrange a logistics meeting for the parade and fireworks.
- f. Commissioner C. Francisco will confirm donation from Eder Flag for flag distribution during the parade.
- g. Commissioner M. Guse to contact Kim Cook at the Oak Creek Community Center and Julie Walburn at the Oak Creek School District Office to reserve the parking lots for the parade.
- h. Staff Member P. Nevarez will reach out to Kevin Archambeau regarding numbered markers for the parade lineup.

6. **Information and Discussion: Food/Vendors**

- a. Confirmed with Dale Pittman with the City of Oak Creek that no special paperwork is required for concessions sales at Lake Vista Park.
- b. Commissioner C. Francisco provides an update on participating food trucks: 5 food trucks have confirmed. A checklist has been created by Commissioner C. Francisco and will be sent to Staff Member P. Nevarez. This form needs to be sent to Dale Pittman with the City of Oak Creek. Commissioner C. Francisco is currently waiting on a response from 3 food trucks. Commissioner M. Guse will assist in communicating logistics with the participating food trucks as the event gets closer.

7. **Information and Discussion: Parade Participants/Paid Entertainment**

- a. Commissioner C. Francisco reports that stilt walker quoted \$360 for one stilt walker or \$520.00 for a pair of stilt walkers. Commissioner R. Maggard moved to approve the purchase of a pair of stilt walkers in the amount of \$520.00. Seconded by Commissioner M. Guse on roll call, all voted aye, vote was unanimous, motion carried.
- b. Commissioner M. Guse contacted Culver's and was informed that their Scoopie mascot has been retired. They are not interested in participation for this summer but would like to consider participation in 4th of July Parade for 2025.
- c. Julianna Silva reports that the Admirals have not yet responded to participation request. The Milwaukee Wave has also not yet responded. A quote from The Brewers Racing Sausages is 4 hours for \$300. Commissioner C. Francisco moved to approve the purchase of the Brewers Racing Sausages in the amount of \$300.00, Seconded by Commissioner M. Guse on roll call, all voted aye, vote was unanimous, motion carried.
- d. Commissioner K. Maggard did not receive a response from the Dancing Grannies, Commissioner C. Francisco will reach out via their Facebook page.
- e. No update from Alder Member L. Marshall regarding acts that she reached out to.

- f. Commissioner M. Guse to reach out to elementary schools at the district office about various elementary school mascots participating in the parade.
 - g. Yogi Bear's Jellystone Park has confirmed participation in this year's parade.
 - h. Commissioner R. Maggard moved to approve a budget to not exceed the amount of \$2,000.00 for paid acts for the parade. Seconded by Commissioner M. Guse on roll call, all voted aye, vote was unanimous, motion carried.
 - i. Staff Member P. Nevarez has been actively reaching out to last year's parade participants to sign up for this year.
 - j. Commission to discuss the possibility of a community float competition for this year or future years parade.
8. **Adjournment**
- a. Next Meeting Date set for Thursday April 4, 2024, at 6pm. Motion by Commissioner R. Maggard to adjourn meeting at 7:08 p.m. motion seconded by Commissioner R. Atwood, all voted aye, vote was unanimous, motion carried.