



## CELEBRATIONS COMMISSION MINUTES

THURSDAY, June 5, 2024

6:00 P.M.

8040 S. 6<sup>TH</sup> 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. Maggard, Commissioner K. Maggard, and Alder Member L. Marshall. Unexcused absence: Commissioner R. Atwood. Guests in Attendance: Kevin Archambeau.
2. **Approval May 2, 2024 minutes.**
  - a. Meeting minutes from May 2, 2024, presented by Commissioner K. Maggard. Commissioner R. Maggard moved to approve minutes. Seconded by Commissioner C. Francisco on roll call, all voted aye, vote was unanimous, motion carried.
3. **Treasurers Report.**
  - a. Staff Member P. Nevarez provided update on current funds.
  - b. Report that fund 12 currently has \$3,142.00 and is waiting on \$2,500.00
4. **Information and Discussion on the 4<sup>th</sup> of July Event - Fireworks.**
  - a. Alder Member L. Marshall reports that the launch of the fireworks is approved however payment is a question mark.
  - b. Staff Member P. Nevarez to update maps to communicate street closures, parking, and launch site to community.
  - c. Shuttles confirmed for fireworks.
  - d. Alder Member L. Marshall reports on her meeting with property manager. They report that they will not close the road this year however will consider road closures for future fireworks. The apartments are 75% full, lots are open lots and will remain open for the event.
  - e. Alder Member L. Marshall gives update on signage for parade and fireworks.
  - f. Kevin reports that the city has many 4th of July signs and banners that commission can utilize. Alder Member L. Marshall tells Kevin Archambeau to dispose of old signage and we will print new signage with what we need. Alder Member L. Marshall will work with Kevin Archambeau on signage.
  - g. Commission will set up picnic tables on July 3rd in the afternoon. Delivery is [8-5pm](#) on July 3<sup>rd</sup>.

## 5. Information and Discussion: Parade Logistics

- a. Commission reports that we have the flags that were donated by Eder flags.
- b. Commission agrees to place stakes on July 3rd at 10am. Kevin Archambeau will meet participants with signs the morning of July 3<sup>rd</sup>. Commission members will meet at Henry Miller park.
- c. Commissioner C. Francisco has request for parade volunteers submitted to the high school (currently 1 of 15 slots filled).
- d. Alder Member L. Marshall has seven volunteers for parade lineup.
- e. Commissioner C. Francisco and Commissioner R. Maggard to reach out for church volunteers.
- f. Kevin Archambeau to bring vests for volunteers on July 3<sup>rd</sup>.
- g. Three buses reserved for the high school band for shuttle.
- h. Entrance through the Oak Creek community center.
- i. Still in need of six volunteers for the mascot costumes.
- j. Kevin Archambeau to block Howell and Groveland.
- k. Staff Member P. Nevarez to reach out to South Side Cruisers to drive a newscaster from CBS in the parade.
- l. Currently at 80 participants for the parade.
- m. Katherine Roeske is honorary parade Marshall as 2023 citizen of the year.
- n. Staff Member P. Nevarez sent letter to residents regarding road closures and parade route.
- o. Alder Member L. Marshall will collect costumes at the ice cream distribution at the legion.
- p. Meeting time 6:45am for parade lineup, lineup begins at 7:30am.

## 6. Information and Discussion: Food/Vendors

- a. Commissioner C. Francisco reports that trucks have until June 14 to reserve their spot with completed paperwork, missing 4 trucks paperwork currently.
- b. Detailed parking map will be sent to trucks at the end of June.
- c. Parking lot will be barricaded prior to fireworks (breakwater beulevard).
- d. Staff Member P. Nevarez to create social media post highlighting participating food trucks.
- e. Food trucks arrive at 4pm, Commissioner K. Maggard to be at Lake Vista Park to monitor parking trucks.

## 7. Volunteers

- a. Commissioner C. Francisco reached out to high school. Commission decided on a total of 15-20 volunteers needed from Volunteers of Oak Creek.

## 8. Adjournment

- a. Next Meeting Date set for Thursday August 1, 2024, at 6pm. Motion by Commissioner K. Maggard to adjourn meeting at 6:54 p.m. motion seconded by Alder Member L. Marshall, all voted aye, vote was unanimous, motion carried.