



4th of July Commission
May 30, 2018

7:30 p.m.

West Conference Room
Civic Center
3400 E. Howard Avenue

Roll Call: Angie Behnke, Kim Knaak, Gail Kovenbach, Terra Scott, Joel Sills, Richard Spear, Carrie Wisniewski, Melissa Drew, Alderman Drew

1. Call to Order
2. Minute Approval
 - May 16, 2018 - [4th of July Minutes 05-16-2018](#)
3. Discussion and Action Items:
 - Donations - Update - [4th of July Donations - 2018](#)
 - Entertainment – Band Updates
 - Fundraising Requests - Update
 - Announcements – for day of event
 - Beer/Soda/Food – Orders
 - Food Trucks - Update
 - Parade
 - Opening Ceremony/Ice Cream
 - Volunteers
 - Craft Barn – orders
 - Horseshoe Tournament/Bag Toss
 - Fireworks
 - Promotion/Advertising/Marketing
4. Adjourn

PUBLIC NOTICE

Upon reasonable notice, a good faith effort will be made to accommodate the needs of individuals to participate in public hearings, which have a qualifying disability under the Americans with Disabilities Act. Requests should be made as far in advance as possible, preferably a minimum of 48 hours. For additional information or to request this service, contact the St. Francis City Clerk at 481-2300 Extension #4305. The meeting room is wheelchair accessible from the east and west entrances.

NOTE: There is a potential that a quorum of the Common Council may be present.

**MINUTES OF THE 4TH OF JULY COMMISSION MEETING HELD
MAY 16, 2018**

Present: Kim Knaak, Gail Kovenbach, Angie Behnke, Carrie Wisniewski, Melissa Drew, Alderman Drew, Terra Scott

Absent: Richard Spear, Joel Sills

Also Present: City Clerk/Treasurer Uecker

The meeting was called to order at 6:36 p.m.

Minutes:

Moved by Alderman Drew, seconded by Melissa Drew to place on file the minutes of the 4th of July Commission meeting held May 9, 2018. Motion carried.

Donations:

To date, \$1,725 has been received. Terra is going to reach out to St. Ann's Center, Wixon and the St. Francis Lions to follow up on the donation letter. It was discussed that the Committee doesn't want to duplicate calls for donations so Melissa will make calls regarding the parade and will then ask about donations as well. Melissa will coordinate her efforts with Terra.

Band:

The Commission did some research on other bands for the event. Three bands were discussed.

Moved by Alderman Drew, seconded by Terra Scott to enter into a contract with 76 Juliette for the evening entertainment in the amount of \$1750 and to authorize the execution of the contract. Motion carried.

Moved by Terra Scott, seconded by Alderman Drew to enter into a contract with LJ and Bill for the afternoon entertainment in the amount of \$500 and to authorize the execution of the contract. Motion carried.

Timeline for the Event:

Discussion was held on the time to start the parade. Alderman Drew stated that he had received several comments about keeping the parade at the same time.

The tentative timeline for the day is:

- Parade at 10:00 a.m.
- Opening Ceremony at 11:00 a.m.
- Dance Off from 11:30 a.m. – 12:30 p.m.
- LJ and Bill Band from 12:30 p.m. – 3:30 p.m.
- 76 Juliette Band from 5:30 p.m. – 9:30 p.m.

Concessions:

Alderman Drew has been checking into having food trucks in the park during the event. Kim stated that the All Abilities Playground group is having a food truck event on June 8th and suggested contacting them to get names, etc. to see if they would be interested in being at the park on July 4th. It was also suggested that if the food trucks want to be in the park, they could also be part of the parade to advertise that they will be serving food at the event.

The Commission will do the food in the food booth. Carrie suggested contacting Klements to see if they would donate brats. She was going to reach out to her contacts to see if that would be a viable option. Gail said that in the past, the St. Francis High School Music Department ran the food booth as well as provided the volunteers. The Commission would in turn make a donation to the Music Department. Gail was going to follow up on contact the Music Department as well as other key people who assisted in the kitchen in the past.

Kid's Activities:

Moved by Alderman Drew, seconded by Melissa Drew to enter into a contract with Jo-Don Farms in the amount of \$635 and to authorize the execution of the contract. Motion carried.

Miscellaneous:

Kim was going to send the letter to the Council requesting the assistance of the City and to invite them all to participate in the parade.

Adjourn:

Moved by Gail Kovenbach, seconded by Alderman Drew to adjourn. Motion carried.

Time: 7:48 p.m.

Donations:	Amount
Lakeside Centerless Grinding	\$100.00
Lenard Tool	\$75.00
PDQ Tooling	\$150.00
Dobie's Lounge	\$100.00
Redbar, LLC	\$100.00
Fly By Saloon	\$100.00
Advance Screw Products	\$100.00
Packard LLC	\$500.00
King Pins	\$500.00
Wixon	\$400.00
St. Francis Dental	\$100.00
Rim Creek, Inc.	\$150.00
Pekar Liquor	\$100.00
Allied Industries	\$500.00
FM Auto Sales and Service, LLC	\$1,000.00
Christine Cavallaro	\$100.00
Total	\$4,075.00