



4th of July Commission
June 6, 2018

7:30 p.m.

West Conference Room
Civic Center
3400 E. Howard Avenue

Roll Call: Angie Behnke, Kim Knaak, Gail Kolvenbach, Terra Scott, Joel Sills, Richard Spear, Carrie Wisniewski, Melissa Drew, Alderman Drew, Dan O'Brien

1. Call to Order
2. Minute Approval
 - May 30, 2018 - [4th of July Minutes 05-30-2018](#)
3. Discussion and Action Items:
 - Donations - Update
 - 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 30, 2018**

Present: Kim Knaak, Terra Scott, Gail Kolvenbach, Richard Spear, Carrie Wisniewski, Alderman Drew, Melissa Drew, Angie Behnke and Melissa Drew participated telephonically

Absent: Joel Sills

Also Present: City Clerk/Treasurer Uecker

Chairperson Knaak called the meeting to order at 7:35 p.m.

Minutes:

Moved by Richard Spear, seconded by Alderman Drew to place on file the minutes of the 4th of July Commission meeting held May 16, 2018. Motion carried.

Donations – Update:

To date, the City has received \$4300 in donations. Melissa also has more donations to turn in as well. Terra has been following up with businesses regarding donations and Carrie said she had some donations that will be coming in too.

Parade:

Melissa gave an update as to the participants to date for the parade. Rail's Inn and Sushi To Go have expressed interest in being in the parade and Richard was going to reach out to Golden Coral to see if they want to participate in it.

As of right now, the following will be participating in the parade:

- Sushi to Go
- Rails Inn
- FM Auto – Classic Cars/Motorcycles
- Jeff Wienert Polka Band – they are asking for \$350 to attend the parade. The committee agreed to the \$350 and want him to play until the start of the Opening Ceremony
- Hungry Man Moving
- Old Country Buffet
- La Finca
- Hardee's – tentative
- All Abilities Playground
- Bontempo Plumbing
- Joy Chappell
- John Chisholm
- Chris Larsen
- Christine Sinicki
- Wes McKane
- Veterans Motorcycle group
- Dave Goltz
- St. Francis Historical Society

- Redbar/Saucy Swine

Discussion was held on whether a contract/application was needed for all those participating or if a verbal acknowledgment was enough. Gail stated that the application would be helpful for organizing the parade lineup and that at a minimum, an email address is needed.

Concessions:

Alderman Drew contacted several Food Trucks and got the feedback from their experiences at 4th of July events that attendees just wanted burgers, brats and hot dogs. Discussion was then held on the Commission running the concession stand. This would allow all profits to go back to the Commission. At the next meeting a food list and shopping list will be created. The City has access to Restaurant Depot and Richard was going to check on a place to get buns and report back with a price.

Beer and soda will need to be ordered as soon as possible. Last year the Commission used Beer Capital and Pepsi. Kim is going to contact the vendors to get it ordered.

Carrie is going to check with her staff to see if any would volunteer in the concession stand or as beer servers. That would be a big help as those volunteers would be licensed Beverage Operator's and it would allow the Commission volunteers to have a break from beer service during the day.

Volunteers:

Kim has a good list of volunteers. Carrie was going to see if some of her licensed bartenders can help with beer. She is going to reach out to some of the teachers at the three schools to see if they would volunteer to help as well.

Parade Route:

The Commission discussed changing the route for 2018. Kim stated she has heard from people that they would like to have the "old" route back that took the parade through the City, not just down Howard Avenue. Discussion was held on what route would support the trucks in the parade and it was suggested that Kim reach out to City Engineer Dejewski to help set the route.

Entertainment – Band Updates:

Alderman Drew had another suggestion for an acoustic band that would do "America the Beautiful" for the Opening Ceremony. All the other bands have been contacted and are set to go.

At this time, Alderman Drew and Melissa Drew asked to be excused. Time – 8:21 p.m.

Flyers have been distributed to the schools for the Dance-Off as well as the Bike/Trike judging.

Sponsor Signs:

Donors can give the Commission a sign that will be hung on the fence. There are smaller signs available that have been used in past years that can be made for other donors as well.

Horseshoe/Bag Toss:

Carrie spoke with King Pins who sponsor the horseshoe tournament. At this point, there won't be a bag toss tournament as it would take away from the horseshoe event and the Commission didn't want to do that. It was suggested that bag toss games would be available near the Children's Area to play, but there would be no formal tournament.

Fireworks:

A contract is still needed from Rick Hackl for fireworks. Kim is going to reach out to him and get the contract for the next meeting.

Craft Barn:

Alderman Drew had a great suggestion for the kids to participate in. He suggested getting a sheet of plywood that he would draw a template of a flag on and then the kids could "paint" it with their handprints. This would be something that potentially could hang in the barn year after year

Adjourn:

Moved by Richard, seconded by Terra to adjourn. Motion carried.

Time: 8:46 p.m.