



4th of July Commission February 20, 2019

6:00 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, Daniel O'Brien, Melissa Drew, Alderman Drew

1. Call to Order
2. Minute Approval
 - August 15, 2018 - [4th of July Minutes 08-15-2018](#)
3. Discussion and Action Items:
 - Entertainment – Bands
 - Donations/Fundraising
 - Food/Beer
 - Parade
 - Promotions
 - Fireworks
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 AUGUST 15, 2018

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

Also Present: Mayor Tutaj, City Clerk/Treasurer Uecker

Excused: Gail Kolvenbach, Joel Sills, Richard Spear, Dan O'Brien

Chairperson Knaak called the meeting to order at 6:11 p.m.

Moved by Melissa Drew, seconded by Alderman Drew to place on file the minutes of the 4th of July Commission meeting held June 21, 2018. Motion carried.

Successes/Areas of Improvement:

The members reviewed the 2018 event:

1. Donations: did a great job, liked the thank you cards sent to all who donated as it added a personal touch
2. Beer: need to be more cautious about opening multiple cases of hard lemonade as they can't be returned if the case is open
 - Keep the same beer selections for next year but no N/A beer
 - Limit choice of hard lemonade to one flavor
3. Soda: purchased way too much and the diet soda didn't sell at all. 45 cases were ordered and there were at least 25 left at the end of the night
4. Food: there was a decent amount left over and there were way too many buns. Potatoes had some complaints and the oven didn't work the best – there were also a lot of them left over. Potentially have more food trucks next year and limit food choices.
 - The service windows need to handlers so not touching food and money.
 - Chips and Airhead candy were not big sellers
 - Should be a policy on eating/drinking with volunteers and commission members
5. Parade: great participation
 - More diverse music and different types mixed throughout the parade
 - High School needs to be notified by March so they can plan better
 - Potentially contact different MPS schools to see if they would be interested in participating
 - Flags/handling them out needs to be refigured. There was a lag in the parade when the elected officials had to go and get more flags out of a vehicle
 - Parade stakes need to be put out sooner, potentially the night prior, and someone needs to take them down right after the parade
 - Check-in time needs to be earlier
 - A staging director and volunteers are needed to help get the parade running and kicked off
6. Fireworks: the band needs to realize when to stop prior to the fireworks starting. Maybe there should be an MC for the fireworks
7. Entertainment/Bands: 76 Juliette was good and LJ & Bill received a lot of compliments.

8. Horseshoe Tournament: was kind of a bust this year. Maybe next year it should be a bag tournament to add variety and change it up a bit
9. Schools/Volunteers:

Moved by Alderman Drew, seconded by Angie Behnke to authorize payment of \$500 to the St. Francis Poms for assisting at the event. Motion carried.

- Need to make sure the school groups have an adult supervisor
 - Need a better schedule/shifts to make sure there is set-up and tear-down volunteers
 - This year was a learning experience for the commission with volunteers
 - A clean-up crew is really needed as the commission members are exhausted at the end of the day
10. Announcements: missed the School Board and Judge so a better script is needed. Sound system wasn't loud enough to hear the speeches, etc.
 11. Opening Ceremony: Dance-off was a little confusing
 12. Craft Barn: there was no music in the barn – need that to make it more lively and inviting
 - Need more adult supervision in the craft barn to help direct kids to activities
 - The pool with rubber ducks can't be in the barn – the splashing water caused a hazard
 - Volunteers needed more guidance/explanations as to what their jobs were, what they should be doing with the kids, etc.
 - The whole barn needs to be re-thought and it needs some new life/improvements
 - Potentially have carnival type games
 - Parents need to have a reason to stay with their kids – so they need some type of fun activities

Moved by Alderman Drew, seconded by Melissa Drew to adjourn. Motion carried.

Time: 7:44 p.m.