



Celebrations Committee June 23, 2021 6:00 p.m.

Civic Center Common Council Chambers
3400 East Howard Avenue
St. Francis WI 53235

Roll Call: Kim Knaak, Brian Drew, Matt Jasinski, Catherine Jozwik, Trish Wimer, Carrie Wisniewski, Mayor Ken Tutaj, Alderwoman Fliss

1. Call to Order
2. Minutes Approval:
 - June 16, 2021 - [Celebration Minutes 06-16-2021](#)
3. Discussion and Action Items:
 - Parade
 - Participant Update
 - Professor Pinkerton (\$1500 for parade/park performance)
 - Salsa Brocitas (\$350 for parade/park performance)
 - Beer
 - Signage
 - Happenings day of signs – including Cherry Pie
 - Ticket signs (colors)
 - Sponsor (need receipts from City to update spreadsheet)
 - Food Truck
 - Update on booked participants
 - Map
 - Electrical update
 - Stage Schedule
 - 3:30 – Opening Ceremony
 - 3:45 – Pom Performance
 - 4:00 – Miss St. Francis Baton Performance
 - 4:15 – Salsa Brocitas (if approved)
 - 6:00 – Cherry Pie
 - Budget
 - Banner vinyl updates
 - Vinyl for Grand Marshal
 - Flag Order
 - Iriquois Bay
 - Donations
 - Need all receipts from City Hall
 - Glow Items
 - Volunteers

- Update
- Set next meeting date
 - June 30, 2021

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 CELEBRATIONS COMMITTEE MEETING HELD JUNE 16, 2021

Present: Kim Knaak, Brian Drew, Catherine Jozwik, Matt Jasinski, Trish Wimer, Mayor Tutaj, Alderwoman Fliss

Also Present: City Clerk/Treasurer Uecker, Rick Hackl

Excused: Carrie Wisniewski

Chair Knaak called the meeting to order at 6:02 p.m.

Minutes:

Moved by Alderwoman Fliss, seconded by Mayor Tutaj to place on file the minutes of the Celebrations Committee meeting held June 9, 2021. Motion carried.

Parade:

Mayor Tutaj will follow up with the 128th Air Refueling Unit to see if they will participate in the parade. Chair Knaak was going to forward him the contact information.

Catherine stated that she had contact with Professor Pinkerton's Irrelevant Orchestra. He books several different types of acts, including some that are more circus related. His pricing was a bit high for the small parade, but Catherine was going to follow up and get more information as well as some solid pricing.

Mayor Tutaj is going to reach out to the Common Council, Police Department and Fire Department to confirm their parade participation.

A discussion was held on whether the Committee would do the Bike Decorating "contest" again this year. Miss St. Francis would be the judge. It was decided that a blast would be put out on social media by Chair Knaak to see if there is interest.

Chair Knaak also asked all committee members to reach out to at least 5 people to get additional parade participants.

Beer:

Miller will do free signage for the event as they have done in the past. Those are free of cost to the committee. Signs needed include: Day of Event Schedule to include the band Cherry Pie; Ticket prices for beer/seltzers/water/soda; sponsorship sign. Chair Knaak will coordinate the signage with the distributor.

Food Trucks:

All applications for the food trucks have been forwarded to the Health Inspector. Rick Hackl will be joining the meeting at some point to review the electrical capacity for the food trucks.

Budget:

King Pin's has accepted to be the Grand Marshall, so a new sign will need to be made.

Flags need to be ordered from Iroquois Bay and Alderwoman Fliss stated that she would call and order the same quantity as in the past.

Another donation was received from Games 'R Us in the amount of \$500.00.

Chair Knaak went to the shed and brought all the left over glow/sale items for the committee to review. After discussion a list was put together and Chair Knaak will forward the past order to Alderwoman Fliss to get the same, if not similar, items.

Moved by Alderwoman Fliss, seconded by Matt Jasinski to order glow/sale items for the 4th of July in an amount not to exceed \$500.00 Motion carried.

Volunteers:

Volunteers are needed for the following areas:

- Parade Check-In and Staging 5 people
- Beer/Ticket Sales 2/3 people for 2 hour shifts to sell beer
2 people for ticket sales
- Decorating/Park Set-up Committee (done on July 3rd)
- Tear Down 10 people plus Committee
- Ice Cream Distribution Miss St. Francis
- Food Trucks Committee will assign a point of contact

Electricity:

Rick Hackl joined the meeting to discuss the use of electricity for the food trucks. He stated that the committee will need to know what the food trucks need as far as voltage and if the current electric can handle the load. He also stated that any electrical cords would need to be covered so they would not be a trip hazard. He suggested using the power located within the "dead zone" of the firework area as it would eliminate the trip hazards.

Fireworks:

Rick then gave an update on the fireworks. They have been ordered and the shells have been downsized to fit the drop zone. The area from the sand pit north will be blocked off and volunteers will be needed to keep people away. Barricades or some type of blocking will be needed to close off the area where the fireworks will be shot off.

Next Meeting:

The Committee will be meeting at 6:00 p.m. on the following dates:

June 23rd

June 30th

Adjourn:

Moved by Alderwoman Fliss, seconded by Mayor Tutaj to adjourn. Motion carried.

Time: 7:24 p.m.