



# **Celebrations Committee Meeting**

**Thursday, May 19, 2022 at 6:00 pm**

**1. Roll Call:**

Kim Knaak, Brian Drew, Melissa Drew, Todd Herold, Catherine Jozwick, Mary Carmen Villaseñor, Mayor Tutaj, Alderwoman Fliss

**2. Call to Order**

**3. Minute Approval**

**a. Minutes of the Celebration Committee meeting**

- May 12, 2022 Celebration Committee Minutes

**4. Discussion Items with Possible Action:**

**a. Parade**

- Participant Updates
- Grand Marshall Update

**b. Park Activities**

- Car Show
- Additional Ideas - Discussion

**c. Beverages**

- Beer
- Soda
- Water

**d. Food Trucks**

- Participant Update

**e. Fundraising**

- Donation letter update

**f. Budget**

- Flag Order
- Donation Emails

- Capital Account Total
- Freezer Pricing
- Donations
- Glow Items
- Needed Signage

**g. Volunteers**

- Needed Areas
- Number of volunteers needed
- Committee Member assignments

**h. Parking**

**5. Future Meeting Dates**

**6. Adjourn**

**NOTE:** The Committee may discuss other matters as authorized by law. Some of the correspondence, ordinances and resolutions may or may not be acted upon or discussed by Committee.

One or more members of the Common Council may be present

**PUBLIC NOTICE**

Upon reasonable notice, a good faith effort will be made to accommodate the needs of individuals to participate in public meetings, who 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.

## **MINUTES OF THE CELEBRATION COMMITTEE MEETING HELD MAY 12, 2022**

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Present: Kim Knaak, Mayor Tutaj, Brian Drew, Melissa Drew, Todd Herold, Catherine Jozwik and MaryCarmen Villasenor

Excused: Alderwoman Fliss

Also Present: Sarah Callif - Summertime

The meeting was called to order at 6:03 p.m.

### Minute Approval:

Moved by Mayor Tutaj, seconded by Brian Drew to place on file the minutes of the Celebrations Committee meeting held May 5, 2022. Motion carried.

Moved by Mayor Tutaj, seconded by Brian Drew to suspend the Agenda to Park Activities. Motion carried.

### Park Activities:

Sarah introduced herself to the Committee and gave her background. She would like to plan an event that would focus on education and athletics. She is looking for something that would be family friendly. Chair Knaak gave a brief overview of what happens at the 4<sup>th</sup> of July Celebration. She stated that there was open time in the park between 3:30 - 6:00 p.m. In the past there was a Kid's Zone, but it didn't happen last year due to COVID. Sarah asked about a potential yoga class during that open time and will come back with more ideas to fill that time slot that will promote athletics and wellness. Chair Knaak also stated that they could sponsor kids' events (face painting, etc.) and Sarah will reach out to local contacts and will report back to the Committee with her findings, etc.

### Parade:

Chair Knaak updated the Committee on the participants. She sent out an email to several hundred different potential participants as well as speaking to some. The recipients are seeing the emails, but have only gotten 4 that filled out the form. She received an email from the Police Chief who will confirm the Honor Guard for the parade. Drivers will also be needed for local celebrities and can pick up the car from Ewald the night before the event.

Salsa Brocitas have agreed to perform in the parade and at the park. The fee would be \$350 which is the same as it was for the past three years. Catherine will contact the Elvis impersonator. MaryCarmen stated that she would donate the fee for Salsa Brocitas so the Committee wouldn't need to come up with the fee.

Melissa also stated that more entertainment is needed for the parade. Chair Knaak stated that she is looking for energy for the parade as well as more local businesses. Having kids build floats would be awesome as well. Melissa stated that they try to keep it as zero dollars to pay for parade participants.

Chair Knaak stated she would contact the Veterans Group to start the parade with the bikes riding with colors and try to stage the parade so classic cars, bikes, etc. so they can get into the park and set up for the car show.

Jen from Jen's Sweet Treats contacted Chair Knaak regarding a Grand Marshall. It is the family of a police officer who died in his sleep at a young age. He was only 33 years old. All her profits from the 4<sup>th</sup> will go toward his family. He was a Milwaukee Police Officer for 8 years on the Motorcycle Unit. The Committee was unanimous in having the officer's family as the Grand Marshall of the Parade, if they accept the honor.

Moved by Mayor Tutaj, seconded by Todd Herald to direct Chair Knaak to contact the family regarding being the 2022 Grand Marshall. Motion carried.

#### Park Activities:

Discussion was held on holding a car show. It will take some coordinating with the parade placement and being able to be in the park when all the parade watchers arrive. They would be given a map of the park so participants know where to park.

Dunk the Mayor was also discussed, so Chair Knaak will look into a dunk tank. Todd asked about the petting zoo. The company has gone out of business, and was rather expensive. Chair Knaak liked the idea of a bounce house as well. We also have a contact for a face painting for the day as well and MaryCarmen is going to reach out to her contacts as well.

#### Beverages (Beer/Soda/Water):

Todd reached out to his contact who stated he worked with the Committee in the past. He will have more information prior to the next meeting.

Water was inexpensive at Costco. We should start looking into picking some up now. Melissa stated that they could start picking some up now. It was thought that at least 10 cases are needed. MaryCarmen stated that she would donate 20 cases of water.

#### Food – Food Trucks:

Chair Knaak has 5 food trucks confirmed. Three to four more would be good as there is a nice variety so far. Milk Can Burgers is not running their truck this year. She also posted it on a food truck website and Facebook pages.

Discussion was held on getting more food trucks so that people don't have to wait in line so long to get food.

#### Fireworks:

Rick Hackl has been contacted.

#### Fundraising:

City Clerk/Treasurer Uecker drafted a donation letter. It will be sent out to St. Francis businesses. Several Committee members also volunteered to hand them out.

Moved by Mayor Tutaj, seconded by Todd Herald to approve the donation letter as presented. Motion carried.

Budget:

Eder Flag has been contacted and they are wholesale only so can't sell to the Committee. Chair Knaak asked if Greg's True Value could order flags with their bulk order. Todd will also follow up with Greg, Melissa will follow up with Jaimie.

Adjourn:

Moved by Mayor Tutaj, seconded by Melissa Drew to adjourn. Motion carried.

Time: 7:00 p.m.