



Fourth of July Committee MEETING AGENDA

March 8, 2023 - 6:00 PM
Council Chambers
3805 S. Casper Dr.

Published: 2/21/2023 **This meeting was originally scheduled for 2/22/2023, but postponed due to potential winter storm.*

AGENDA

1. **CALL TO ORDER**
2. **ROLL CALL; DECLARATION OF QUORUM; PUBLIC NOTICE**
3. **APPROVAL OF MINUTES**
 - A. January 25th, 2023
4. **FINANCIAL REPORT**
 - A. Monthly Activity and Financial Report / Review Running Budget
5. **CELEBRATION 2023**
 - A. Staff Report
 - B. Discussion and update on sponsorship & donations
 - C. Discussion and possible vote on ATM and arcade vendor
 - D. Children's Entertainment - Discussion and possible vote to allocate funds for face painting
 - E. Entertainment - Discussion and possible vote on special language for specific entertainment contracts
 - F. Discussion and possible vote on parking partnerships
 - G. Discussion and possible vote on food vendors
 - H. Parade – discussion regarding route, staging, entries – Parade Marshall
 - I. Discussion and possible vote to allocate funds for pie contest
6. **NEW BUSINESS**
 - A. Support of CFC
7. **ADJOURN**
 - A. Next Commission Meeting: March 22nd, 2023

Supplemental Information:

- *The meeting agenda and agenda packet are available online at www.NewBerlin.org. The minutes are published online and are approved at the next regularly scheduled meeting.*
- *It is possible that action will be taken on any of the items on the agenda and that the agenda may be discussed in any order.*
- *You may provide comments to the City Clerk via email at CitizenComments@NewBerlin.org. Comments will be forwarded to the Mayor and members of the governing body. Emailed comments are not read during the meeting.*
- *The City of New Berlin strives to host inclusive, accessible meetings that enable all individuals to engage and participate fully. Any person who has a qualifying disability under the Americans with Disabilities Act that requires that the meeting be accessible, please contact City Clerk Rubina R. Medina at (262) 786-8610 or via email at CityClerk@NewBerlinWI.gov at least 48 hours before the scheduled meeting time. Efforts will be made to accommodate the needs of disabled individuals through appropriate aids and/or services.*
- *It is also possible that members of and possibly a quorum of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to in the above notice.*

January 25, 2023

CALL MEETING TO ORDER

There being a quorum (10 Commissioners), Ald. Joe Stribl called the meeting to order at 6:00pm.

Commissioners Present:

Ald. Joe Stribl, Polly Oldenburg, Krista Heinen, Charles Kronenwetter, Michael Mazzoni, Marc Meyer, Marlyene Pfeiffer, Sherry Ament, Joseph Dallman, and Lori Doyle.

Also in attendance:

Erin Cross (City- Recreation Manager), Abbie Bottom (non-voting consultant)

ROLL CALL; DECLARATION OF QUORUM; PUBLIC NOTICE

APPROVAL OF MINUTES

MOTION: To approve the minutes from the December 8, 2022 meeting

VOTE: Motion by: Joseph Dallman
Seconded by: Charles Kronenwetter

MOTION PASSED 10-0

FINANCIAL REPORT

ITEM: Monthly Activity and Financial Report

MOTION: To approve financial report as presented

VOTE: Motion by: Michael Mazzoni
Seconded by: Marlyene Pfeiffer

MOTION PASSED 10-0

STAFF REPORT

ITEM: A lot of returning vendors. Looking forward to a good variety of food on grounds.

Mayor Dave Ament & Peggy Ament arrived at 6:06pm

CELEBRATION 2023

ITEM: Tent rental went up \$760.67 for extra dance floor

MOTION: To approve the additional funds for Area Rental for the extra dance floor.

VOTE: Motion by: Lori Doyle
Seconded by: Marlyene Pfeiffer
MOTION PASSED 10-0

ITEM: Discussion and possible vote on fireworks- \$30,000, asking for \$5,000 deposit- Chrome Fireworks- same vendor as last three years.

MOTION: To approve Chrome Fireworks for \$30,000 for the 2023 celebration.

VOTE: Motion by: Marlyene Pfeiffer
Seconded by: Sherry Ament
MOTION PASSED 10-0

ITEM: Discussion and possible vote on ATM and arcade vendor- the percentages for ATM all the same as last year, confirming with them that he will be out servicing games and refilling each day.

ITEM: Discussion and possible vote on children's entertainment

We added Drew Burgoyne on Saturday- free and we did add Schlitz Audubon to Sunday.

ITEM: Discussion and possible vote on entertainment

MOTION: To approve the band Rebel Grace for \$4,250.

VOTE: Motion by: Michael Mazzoni
Seconded by: Charles Kronenwetter
MOTION PASSED 10-0

ITEM: Discussion and possible vote on parking partnerships. Nothing to vote on today. Still working to secure a partnership for parking.

ITEM: Discussion on sponsorship and donations

The letters to previous sponsors went out last week. Some money starting to come in. Letters to go out to additional businesses next week to look for additional sponsorships.

ITEM: Discussion and update on parade route

Things are moving forward with parade route that begins roughly at Moorland and National. We will be reaching out to businesses on the route about usage of space. We are going to determine the number of parade units that we can have this summer.

NEW BUSINESS

ITEM: **Discussion regarding animals on grounds policy**

There was some concern about dogs on the festival grounds. We looked over the code for the park and dogs are allowed on leashes and owners need to clean up after their animals.

NEXT COMISSION MEETING DATE

ITEM: The next commission meeting will be on **Wednesday February 22, 2023.**

ADJOURNMENT

MOTION: To adjourn the meeting at 6:31pm

VOTE: Motion by: Joe Dallman
 Seconded by: Michael Mazzoni
 MOTION PASSED 10-0

*Respectfully Submitted,
Krista Heinen, Secretary*



STAFF REPORT

To:

From:

Date: March 8, 2023

Subject: Monthly Activity and Financial Report / Review Running Budget

DESCRIPTION:

REQUEST:

RECOMMENDATION:

- ATTACHMENTS:**
1. Copy of Budget report - Year End 2022
 2. Copy of Budget report - February 2023

CITY of NEW BERLIN
FOURTH of JULY
Budget Report as of December 31, 2022

	Original Budget	Transfers/ Adjustments	Revised Budget	Year to Date	Encumbered	Available Budget
REVENUES						
Donations	45,000	-	45,000	76,575		31,575
Booth/Vendor Fees	29,000	-	29,000	29,625		625
Carnival Proceeds	8,000	-	8,000	8,280		280
Parking	2,500	-	2,500	3,500		1,000
Cornhole Tournament	700	-	700	571		(129)
Games are Us	-	-	-	779		779
Transfer from City	30,000	-	30,000	20,000	-	(10,000)
Total Revenues	115,200	-	115,200	139,330	-	24,130
EXPENDITURES						
Parade	14,500		14,500	13,575		925
Entertainment	33,500		33,500	32,803		697
Fireworks	25,000		25,000	30,000		(5,000)
Salary	10,000	-	10,000	11,360		(1,360)
FICA	765	-	765	926		(161)
Advertising	750	-	750	2,969		(2,219)
Electricity	360	-	360	1,443		(1,083)
Waste Disposal	9,500	-	9,500	9,380		120
Telephone/Cell Phone	700	-	700	543		157
Dues/Memberships	80	-	80	100		(20)
Tent Rental	15,000	-	15,000	17,621		(2,621)
Office Supplies	200	-	200			200
Cornhole Tournament	600	-	600	1,300		(700)
Supplies	4,300	-	4,300	7,568	-	(3,268)
Total Expenditures	115,255	-	115,255	129,589	-	(14,334)
Net Change in Fund Balance	(55)	-	(55)	9,741		9,796

Year	Receipt	Amount	Entry Date	Paid By	Check #
2022	1743358	\$1,000.00	02/02/2022	NEW BERLIN LIONS CLUB	8158
2022	1743359	\$200.00	02/02/2022	FRANTZ MACHINE PRODUCTS	27635
2022	1747709	\$200.00	02/11/2022	SUBURBAN ASPHALT CO INC	136395
2022	1747710	\$25.00	02/11/2022	HONEYAGERS MUDJACK SERVICE INC	7661
2022	1747711	\$200.00	02/11/2022	INSIGHT FORENSIC ACCOUNTANTS	16430
2022	1747712	\$100.00	02/11/2022	TOOLRITE	34954
2022	1747713	\$300.00	02/11/2022	GREENFIELD PLAZA LLC	2332
2022	1747714	\$50.00	02/11/2022	ARROWHEAD TOOL & DIE INC	41872
2022	1747715	\$200.00	02/11/2022	AMERICAN TREE EXPERTS INC	5912
2022	1747980	\$600.00	02/15/2022	HORICON BANK	137760
2022	1747981	\$200.00	02/15/2022	NEW BERLIN PLASTICS	87284
2022	1747982	\$800.00	02/15/2022	JR PLUMBING SERWER & DRAIN CLEANING LLC	3834
2022	1748134	\$5,000.00	02/16/2022	JERRY JOHNSON	400483311
2022	1748655	\$1,000.00	02/28/2022	SENDIK'S FOOD MARKET LLC	8565
2022	1748656	\$200.00	02/28/2022	MILWAUKEE VALVE	446122
2022	1748657	\$600.00	02/28/2022	JOHNSON SAND & GRAVEL INC	94703
2022	1748766	\$500.00	03/01/2022	HADER INDUSTRIES INC	47894
2022	1748890	\$600.00	03/02/2022	INNOVATION STATION	2295
2022	1748891	\$600.00	03/02/2022	WEST NEW BROOK ORTHODONTISTS	7916
2022	1748892	\$200.00	03/02/2022	ACCOUNT FOR IT	2440
2022	1748893	\$2,000.00	03/02/2022	NSI ELECTRICAL CONTRACTORS INC	814277
2022	1748894	\$5,000.00	03/02/2022	EDUCATORS CREDIT UNION	3521542
2022	1749569	\$400.00	03/11/2022	SCHOENECK CONTAINERS INC	1160
2022	1749570	\$2,000.00	03/11/2022	WIS LOGISTICS	77588
2022	1749571	\$600.00	03/11/2022	ITU ABSORB TECH INC	231496
2022	1749770	\$150.00	03/15/2022	DIAMETERS INC	92845
2022	1749954	\$100.00	03/16/2022	ANIMAL HOUSE GYM INC	5301
2022	1749955	\$3,000.00	03/16/2022	HOMETOWNE WINDOWS AND DOORS INC	6504
2022	1749956	\$600.00	03/16/2022	PREFERRED ELECTRICAL CONTRACTORS INC	104599
2022	1749957	\$600.00	03/16/2022	DESIGN BUILD FIRE PROTECTION OF WI	81342
2022	1749958	\$100.00	03/16/2022	HYDRAULIC COMPONENT SERVICES INC	95938
2022	1750737	\$600.00	03/23/2022	HERC-U-LIFT	310444
2022	1750738	\$100.00	03/23/2022	DONALD R. KITTEN	29271
2022	1751039	\$600.00	03/25/2022	KNIGHTS OF COLUMBUS/KC 524 CENTER INC	9312
2022	1755491	\$600.00	04/12/2022	DONOVAN & JORGENSEN INC	23985
2022	1755492	\$1,000.00	04/12/2022	HIPPENMEYER, REILLY, BLUM SCHMITZER, FAB	45618
2022	1755493	\$200.00	04/12/2022	ELECTROCHEMICAL PRODUCTS INC	101005
2022	1755494	\$500.00	04/12/2022	KWIK TRIP INC	1283085
2022	1761646	\$5,000.00	04/25/2022	BRIOHN BUILDING CORP	111402
2022	1761647	\$1,500.00	04/25/2022	JOHNS DISPOSAL SERVICE INC	16106
2022	1761648	\$600.00	04/25/2022	BIG TUNA INC	3794
2022	1761649	\$200.00	04/25/2022	CHURCH & CHAPEL FUNERAL SERVICES INC	50059
2022	1761650	\$400.00	04/25/2022	CONTINENTAL TRADE EXCHANGE LTD	60035
2022	1765443	\$1,000.00	04/28/2022	TRICOR LLC	3806
2022	1768134	\$500.00	05/03/2022	WENTHE- DAVIDSON	88559
2022	1768413	\$1,000.00	05/04/2022	ABB INC	2000798515
2022	1768459	\$1,000.00	05/04/2022	KELMANN CORP	77758
2022	1768460	\$3,000.00	05/04/2022	PRINCETON CLUB NEW BERLIN	14468
2022	1770771	\$500.00	05/16/2022	TOM & GLENN'S SERVICE INC	22569

2022	1770772	\$1,000.00	05/16/2022	ETHIC INDOOR LLC	2047
2022	1770969	\$15,000.00	05/17/2022	FESTIVAL FOODS	507507
2022	1771621	\$2,000.00	05/23/2022	DREXEL BUILDING SUPPLY	75736
2022	1773100	\$600.00	06/02/2022	WISCONSIN VISION	120223
2022	1773101	\$400.00	06/02/2022	HOLZ MOTORS	91934
2022	1773102	\$2,000.00	06/02/2022	TWINS FLOWERS & HOME DECOR LLC	9617
2022	1773643	\$100.00	06/06/2022	PETRON CORP	100165
2022	1774001	\$200.00	06/13/2022	KOPP BROS INC	32766
2022	1774871	\$300.00	06/30/2022	ARMELI'S OF NEW BERLIN INC	59035
2022	1774975	\$3,750.00	06/30/2022	BEER CAPITOL DISTRIBUTION	223478
2022	1769981	\$5,000.00	05/10/2022	NEW BERLIN SCHOOL DISTRICT	
2022	1708961	\$800.00	11/10/2021	WAUKESHA ST BANK	

\$76,575.00

Year	Receipt	Amount	Entry Date	Paid By	Check #	CHG DESC 1
2022	1744937	\$500.00	02/04/2022	THE LEAP LLC	1040	4TH OF JULY VENDOR FEE
2022	1747707	\$550.00	02/11/2022	KATHLEEN HOFFMANN	1084	4TH OF JULY VENDOR FEE
2022	1747708	\$825.00	02/11/2022	QUALITY CONCESSIONS	5233	4TH OF JULY VENDOR FEE
2022	1750380	\$900.00	03/18/2022	CLEAN CRUISINE	2011	4TH OF JULY VENDOR FEE
2022	1750514	\$500.00	03/21/2022	QT TREATS/LAQUERA BARNETT	542598	4TH OF JULY VENDOR FEE
2022	1768437	\$400.00	05/04/2022	MAK VENTURES LLC/POP'S KETTLE CORN	3490	4TH OF JULY VENDOR FEE
2022	1768438	\$550.00	05/04/2022	LUCRETIA & IAN BARRERA/CUSTOM ROOTED	363	4TH OF JULY VENDOR FEE
2022	1768439	\$850.00	05/04/2022	CALHOUN BBQ INC/NATTY OAKS	1317	4TH OF JULY VENDOR FEE
2022	1769479	\$900.00	05/05/2022	AVS CONCESSIONS	1021	4TH OF JULY VENDOR FEE
2022	1769480	\$600.00	05/05/2022	LEFTYS CHICAGO STYLE HOTDOGS	1039	4TH OF JULY VENDOR FEE
2022	1769481	\$300.00	05/05/2022	UWD OF MILWAUKEE	1922	4TH OF JULY VENDOR FEE
2022	1770711	\$200.00	05/16/2022	MATH4ALL ACADEMY	1485	4th OF JULY VENDOR FEE
2022	1771044	\$200.00	05/18/2022	ANITA DANCE CENTER INC	2375	4th OF JULY VENDOR FEE
2022	1772000	\$200.00	05/25/2022	SHOREWEST REALTORS	275583	4th OF JULY VENDOR FEE
2022	1772422	\$200.00	05/27/2022	MAKING THE CUT ASPHALT SERVICES LLC	1071	4th OF JULY VENDOR FEE
2022	1772424	\$200.00	05/27/2022	MAKING THE CUT TREE SERVICES LLC	2095	4th OF JULY VENDOR FEE
2022	1772425	\$200.00	05/27/2022	ANDREA SOBON/NB ANIMAL HOSPITAL	7100	4th OF JULY VENDOR FEE
2022	1773602	\$500.00	06/06/2022	ANY BUCHANAN/ROLLING CONES ICE CREAM	2046	4th OF JULY VENDOR FEE
2022	1774212	\$800.00	06/15/2022	LITTLES BBQ COMPANY LLC	2065	4th OF JULY VENDOR FEE
2022	1774232	\$700.00	06/15/2022	THE AZTECA RESTAURANT LLC	9215	4th OF JULY VENDOR FEE
2022	1774354	\$300.00	06/20/2022	EXTERIOR PROS	6769	4th OF JULY VENDOR FEE
2022	1774355	\$200.00	06/20/2022	EVERDRY WATERPROOFING	14284	4th OF JULY VENDOR FEE
2022	1774391	\$200.00	06/21/2022	DORSHAK FAMILY TREE INC	32147	4th OF JULY VENDOR FEE
2022	1774394	\$650.00	06/21/2022	HOOGLAND FOODS LLC/MARCO'S PIZZA	734259	4th OF JULY VENDOR FEE
2022	1774567	\$200.00	06/24/2022	PAUL DAVIS RESTORATION	156757	4th OF JULY VENDOR FEE
2022	1774925	\$100.00	06/30/2022	EVERDRY WATERPROOFING	100.00	4th OF JULY VENDOR FEE
2022	1774970	\$200.00	06/30/2022	SUNNY SLOPE GOLF COURSE/JBAUER HOLDIN	1352	4th OF JULY VENDOR FEE
2022	1775025	\$300.00	07/01/2022	LEAFFILTER NORTH LLC	92825	4th OF JULY VENDOR FEE
2022	1775450	\$200.00	07/06/2022	AJ COLLECTABLES LLC	1032	4th OF JULY VENDOR FEE
2022	1775451	\$200.00	07/06/2022	WALDERA'S TOWING	1274	4th OF JULY VENDOR FEE
2022	1785640	\$5,500.00	07/25/2022	PROSPECT LIONS CHARITIES OF NEW BERLIN	1007	4th OF JULY VENDOR FEE
2022	1777357	\$5,500.00	07/07/2022	NEW BERLIN LIONS CLUB FOUNDATION	8245	4th OF JULY VENDOR FEE

2022	1785641	\$5,500.00	07/25/2022 NEW BERLIN CITIZENS AGAINST MD	9158226713	4th OF JULY VENDOR FEE
2022	1813415	\$500.00	11/29/2022 T MOBILE	3755702	4th OF JULY VENDOR FEE
		\$29,625.00			

Encumbered

Parade			
Signage	150.00		4/27/2022
		150.00	
Entertainment			
Pie Contest	408.75		3/23/2022
		408.75	
Fireworks -			
Advertising			3/23/2022
		-	
Electricity			
Waste Disposal			
Pats disposal			
Telephone/Cell Phone			
Dues/Memberships			
Tent Rental			
Area Rental			
Office Supplies			
Cornhole Tournament			
Supplies			
		-	
		558.75	

CITY of NEW BERLIN
FOURTH of JULY
Budget Report as of February 15, 2023

	Original Budget	Transfers/ Adjustments	Revised Budget	Year to Date	Encumbered	Available Budget
REVENUES						
Donations	50,000	-	50,000	6,650		(43,350)
Booth/Vendor Fees	30,000	-	30,000	-		(30,000)
Carnival Proceeds	8,000	-	8,000			(8,000)
Parking	3,000	-	3,000			(3,000)
Cornhole Tournament	700	-	700			(700)
Games are Us	-	-	-			-
Transfer from City	20,000	-	20,000	20,000	-	-
Total Revenues	111,700	-	111,700	26,650	-	(85,050)
EXPENDITURES						
Parade	10,000		10,000			10,000
Entertainment	40,000		40,000			40,000
Fireworks	30,000		30,000			30,000
Salary	10,140	-	10,140	1,131		9,009
FICA	776	-	776	87		689
Advertising	500	-	500			500
Electricity	1,000	-	1,000			1,000
Waste Disposal	12,000	-	12,000			12,000
Telephone/Cell Phone	600	-	600	45		555
Dues/Memberships	80	-	80			80
Tent Rental	20,500	-	20,500			20,500
Office Supplies		-	-			-
Cornhole Tournament	1,600	-	1,600			1,600
City overtime charge - 4th day	20,000		20,000			20,000
Supplies	6,000	-	6,000	-	-	6,000
Total Expenditures	153,196	-	153,196	1,263	-	151,933
Net Change in Fund Balance	(41,496)	-	(41,496)	25,387		66,883

Year	Receipt	Amount	Entry Date	Paid By	Check #
2023	1849202	\$2,000.00	02/10/2023	NEW BERLIN LIONS CLUB FOUNDATION INC	8384
2023	1849060	\$1,000.00	02/09/2023	EXTERIOR PROS LLC	6988
2023	1849059	\$300.00	02/09/2023	GREENFIELD PLAZA	2416
2023	1849058	\$200.00	02/09/2023	AMERICAN TREE EXPERTS INC	6133
2023	1849029	\$50.00	02/09/2023	ARROWHEAD TOOL & DIE INC	42177
2023	1849028	\$200.00	02/09/2023	FRANTZ MACHINE PRODUCTS INC	28186
2023	1849027	\$100.00	02/09/2023	TOOLRITE MFG	400156
2023	1849026	\$600.00	02/09/2023	DESIGN BUILD FIRE PROTECTION	82352
2023	1849005	\$1,500.00	02/09/2023	JOHNS DISPOSAL SERVICE INC	17623
2023	1849004	\$200.00	02/09/2023	MILWAUKEE VALVE	453161
2023	1849003	\$500.00	02/09/2023	WENTHE-DAVIDSON	90809
		\$6,650.00			

Year	Receipt	Amount	Entry Date	Paid By	Check #	CHG DESC 1
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		\$0.00				
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Encumbered

Parade

Signage

Entertainment

Pie Contest

Fireworks -

Advertising

Electricity

Waste Disposal

Pats disposal

Telephone/Cell Phone

Dues/Memberships

Tent Rental

Area Rental

Office Supplies

Cornhole Tournament

Supplies

-

-



STAFF REPORT

To:

From:

Date: March 8, 2023

Subject: Staff Report

DESCRIPTION:

REQUEST:

RECOMMENDATION:

ATTACHMENTS: None



STAFF REPORT

To:

From:

Date: March 8, 2023

Subject: Discussion and update on sponsorship & donations

DESCRIPTION:

REQUEST:

RECOMMENDATION:

ATTACHMENTS: None



STAFF REPORT

To:

From:

Date: March 8, 2023

Subject: Discussion and possible vote on ATM and arcade vendor

DESCRIPTION:

REQUEST:

RECOMMENDATION:

ATTACHMENTS: None



STAFF REPORT

To:

From:

Date: March 8, 2023

Subject: Children's Entertainment - Discussion and possible vote to allocate funds for face painting

DESCRIPTION:

REQUEST:

RECOMMENDATION:

ATTACHMENTS: None



STAFF REPORT

To:

From:

Date: March 8, 2023

Subject: Entertainment - Discussion and possible vote on special language for specific entertainment contracts

DESCRIPTION:

REQUEST:

RECOMMENDATION:

ATTACHMENTS: None



STAFF REPORT

To:

From:

Date: March 8, 2023

Subject: Discussion and possible vote on parking partnerships

DESCRIPTION:

REQUEST:

RECOMMENDATION:

ATTACHMENTS: None



STAFF REPORT

To:

From:

Date: March 8, 2023

Subject: Discussion and possible vote on food vendors

DESCRIPTION:

REQUEST:

RECOMMENDATION:

ATTACHMENTS: None



STAFF REPORT

To:

From:

Date: March 8, 2023

Subject: Parade – discussion regarding route, staging, entries – Parade Marshall

DESCRIPTION:

REQUEST:

RECOMMENDATION:

ATTACHMENTS: None



STAFF REPORT

To:

From:

Date: March 8, 2023

Subject: Discussion and possible vote to allocate funds for pie contest

DESCRIPTION:

REQUEST:

RECOMMENDATION:

ATTACHMENTS: None



STAFF REPORT

To:

From:

Date: March 8, 2023

Subject: Support of CFC

DESCRIPTION:

REQUEST:

RECOMMENDATION:

ATTACHMENTS: None