

Fourth of July Commission MEETING AGENDA



April 26, 2023 - 6:00 PM
Council Chambers
3805 S. Casper Dr.

Published: April 21, 2023

AGENDA

1. **CALL TO ORDER**
2. **ROLL CALL; DECLARATION OF QUORUM; PUBLIC NOTICE**
3. **APPROVAL OF MINUTES**
 - A. March 22, 2023 Meeting Minutes
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. Children's Entertainment - Discussion and possible vote regarding additional children's offerings
 - D. Entertainment
 - E. Discussion and possible vote on food vendors / sales vendors
 - F. Parade – Discussion and possible vote regarding route, staging, entries
 - G. Golf carts – Discussion and possible vote
 - H. Discussion and possible vote on advertising
6. **NEW BUSINESS**
 - A. Commission t-shirts – Discussion and possible vote
7. **NEXT COMMISSION MEETING DATE**
 - A. Next Commission Meeting: May 24, 2023
8. **ADJOURN**

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.*



Fourth of July Committee MEETING MINUTES

March 22, 2023 - 6:00 PM
A/B Conference Room
3805 S. Casper Dr.

Please note: Minutes are unofficial until approved at the next regular scheduled meeting.

MINUTES

1. CALL TO ORDER

Polly Oldenburg called the Fourth of July Commission meeting to order at 06:00 pm

2. ROLL CALL; DECLARATION OF QUORUM; PUBLIC NOTICE

Polly Oldenburg took the roll call as follows:

Present: Fourth of July Coordinator Oldenburg, Commissioner Heinen, Commissioner Kronenwetter, Commissioner Mazzoni, Commissioner Pfeiffer, Commissioner Ament, Commissioner Dallman, Commissioners, Commissioner Bertsch, Commissioner Walters.

Polly Oldenburg stated that there was a quorum and the meeting was properly noticed.

3. APPROVAL OF MINUTES

A. March 8, 2023 Fourth of July Commission Meeting Minutes

MOTION: Motion to approve

VOTE: Motion by: Commissioner Kronenwetter
Second by: Marlyene Pfeiffer
Motion passed: 10-0

Captain David Rocklewitz (Police Officer Liaison) arrived at 6:02 pm

4. FINANCIAL REPORT

A. Monthly Activity and Financial Report / Review Running Budget

To approve financial report as presented

MOTION: Motion to approve

VOTE: Motion by: Commissioner Dallman
Second by: Commissioner Kronenwetter
Motion passed: 10-0

5. CELEBRATION 2023

A. Staff Report - Discussion and possible action to approve NB4 envelope expense

MOTION: Motion to approve \$402 for New Berlin 4th of July envelopes

VOTE: Motion by: Commissioner Mazzoni
Second by: Commissioner Perkins
Motion passed: 10-0

B. Staff Report - Discussion and possible action to approve additional water/electrical equipment

MOTION: Motion to approve \$180 for additional water/electrical equipment

VOTE: Motion by: Commissioner Perkins
Second by: Commissioner Ament
Motion passed: 10-0

C. Discussion and possible action on ATM and arcade vendor

MOTION: Motion to approve the ATM and arcade vendor Games R Us

VOTE: Motion by: Commissioner Pfeiffer
Second by: Commissioner Perkins
Motion approved: 10-0

D. Children's Entertainment - Discussion and possible action regarding additional children's offerings

We are looking to add one more children's act on July 1st from 3-5pm. Possibly reaching out to a magician.

E. Entertainment - Discussion and possible action regarding Trivia Tournament

MOTION: Motion to approve America's Pub Quiz for a two-hour trivia event for \$475

VOTE: Motion by: Commissioner Heinen
Second by: Commissioner Walters
Motion passed: 10-0

F. Discussion and possible action on food vendors

MOTION: Motion to approve Hoffman's roasted nuts

VOTE: Motion by: Commissioner Perkins
Second by: Commissioner Bertsch
Motion passed: 10-0

G. Parade – Discussion and possible action regarding route, staging, entries

MOTION: Motion to table approval of parade units until the April meeting

VOTE: Motion by: Commissioner Kronenwetter
Second by: Commissioner Marlyene
Motion passed: 10-0

H. Discussion and possible action to allocate funds for Facebook

MOTION: Motion to approve \$100 for Facebook ads

VOTE: Motion by: Commissioner Dallman
Second by: Commissioner Pfeiffer
Motion passed: 10-0

6. NEXT COMMISSION MEETING DATE

The next commission meeting will be on Wednesday, April 26, 2023

7. ADJOURN

MOTION: Motion to adjourn at 7:21 pm

VOTE: Motion by: Commissioner Dallman
Second by: Commissioner Kronenwetter
Motion passed: 10-0

***Respectfully Submitted,
Krista Heinen, Secretary***

CITY of NEW BERLIN
FOURTH of JULY
Budget Report as of April 20, 2023

	Original Budget	Transfers/ Adjustments	Revised Budget	Year to Date	Encumbered	Available Budget
REVENUES						
Donations	50,000	-	50,000	38,275		(11,725)
Booth/Vendor Fees	30,000	-	30,000	9,850		(20,150)
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	68,125	-	(43,575)
EXPENDITURES						
Parade	10,000		10,000			10,000
Entertainment	40,000		40,000		35,707	4,293
Fireworks	30,000		30,000		30,000	-
Salary	10,140	-	10,140	2,838		7,302
FICA	776	-	776	217		559
Advertising	500	-	500		100	400
Electricity	1,000	-	1,000		180	820
Waste Disposal	12,000	-	12,000		10,020	1,980
Telephone/Cell Phone	600	-	600	136		464
Dues/Memberships	80	-	80			80
Tent Rental	20,500	-	20,500		761	19,739
Office Supplies		-	-	402		(402)
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	3,593	76,768	72,835
Net Change in Fund Balance	(41,496)	-	(41,496)	64,532		29,260

Year	Receipt	Amount	Entry Date	Paid By	Check #
2023	1849003	500.00	02/09/2023	WENTHE-DAVIDSON	90809
2023	1849004	200.00	02/09/2023	MILWAUKEE VALVE	453161
2023	1849005	1,500.00	02/09/2023	JOHNS DISPOSAL SERVICE INC	17623
2023	1849026	600.00	02/09/2023	DESIGN BUILD FIRE PROTECTION	82352
2023	1849027	100.00	02/09/2023	TOOLRITE MFG	400156
2023	1849028	200.00	02/09/2023	FRANTZ MACHINE PRODUCTS INC	28186
2023	1849029	50.00	02/09/2023	ARROWHEAD TOOL & DIE INC	42177
2023	1849058	200.00	02/09/2023	AMERICAN TREE EXPERTS INC	6133
2023	1849059	300.00	02/09/2023	GREENFIELD PLAZA	2416
2023	1849060	1,000.00	02/09/2023	EXTERIOR PROS LLC	6988
2023	1849202	2,000.00	02/10/2023	NEW BERLIN LIONS CLUB FOUNDATION INC	8384
2023	1849925	100.00	02/21/2023	BSI SCALES	94697
2023	1849926	600.00	02/21/2023	SCHOENECK CONTAINERS INC	1192
2023	1849927	1,000.00	02/21/2023	INNOVATION STATION LLC	2380
2023	1849928	600.00	02/21/2023	ABSORB TECH	235640
2023	1849929	800.00	02/21/2023	WAUKESHA STATE BANK	180325
2023	1849930	1,000.00	02/21/2023	BIG TUNA INC	4034
2023	1849931	200.00	02/21/2023	HASTINGS	51667
2023	1850293	600.00	02/27/2023	PREFERRED ELECTRICAL CONTRACTORS INC	105515
2023	1850294	600.00	02/27/2023	KC 524 CENTER INC	9379
2023	1850295	1,500.00	02/27/2023	SENDIK'S FOOD MARKETS LLC	8818
2023	1850296	200.00	02/27/2023	NEW BERLIN PLASTICS	88382
2023	1850297	100.00	02/27/2023	DONALD R. KITTEN	29982
2023	1850298	600.00	02/27/2023	WEST-NEW-BROOK ORTHODONTISTS INC	8683
2023	1850299	1,000.00	02/27/2023	JW WINCO INC	100305
2023	1850926	2,500.00	03/07/2023	NSI ELECTRICAL CONTRACTORS INC	815064
2023	1850927	50.00	03/07/2023	HONEYAGER'S MUDJACK SERVICE INC	7949
2023	1850928	400.00	03/07/2023	CONTINENTAL TRADE EXCHANGE LTD	60840
2023	1850929	5,000.00	03/07/2023	EDUCATORS CREDIT UNION	3675291
2023	1851019	200.00	03/09/2023	ANDERSON PACKAGING LLC	38621
2023	1851020	250.00	03/09/2023	ELECTROCHEMICAL PRODUCTS INC	102214
2023	1851505	600.00	03/22/2023	TOM & GLENN'S SERVICE INC	23148
2023	1851506	100.00	03/22/2023	ANIMAL HOUSE GYM INC.	15478
2023	1852098	500.00	03/28/2023	HADER INDUSTRIES	48478
2023	1852099	50.00	03/28/2023	GRAY & ASSOCIATES	100144
2023	1852139	600.00	03/28/2023	DONOVAN & JORGENSEN INC	24333
2023	1852140	100.00	03/28/2023	CITIZENS BANK	357401
2023	1852753	1,000.00	03/29/2023	DENCO	20904
2023	1852754	3,000.00	03/29/2023	HOMETOWNE WINDOWS & DOORS INC	72
2023	1855803	175.00	04/13/2023	DIAMETERS INC	94889
2023	1855806	3,000.00	04/13/2023	PRINCETON CLUB NEW BERLIN	15331
2023	1855808	200.00	04/13/2023	HYDRAULIC COMPONENT SERVICES INC	100529
2023	1855812	5,000.00	04/13/2023	SPECTRUM ENTERTAINMENT LLC	10219

\$38,275.00

Year	Receipt	Amount	Entry Date	Paid By	Check #	CHG DESC 1
2023	1851504	5,500.00	03/22/2023	SCHOOL DISTRICT OF NEW BERLIN	210108	TENT SPACE JULY 2 BOOTH
2023	1855523	700.00	04/13/2023	NOTJOE AVERAGE BAKEHOUSE & DELI	285718	4TH OF JULY
2023	1855524	900.00	04/13/2023	DANIEL KONIAR/AV'S CONCESSIONS LLC	1558	4TH OF JULY
2023	1855525	500.00	04/13/2023	QT'S TREATS/LAQUERA BARNETT	9654	4TH OF JULY
2023	1855526	900.00	04/13/2023	QUALITY CONCESSIONS/DUANE HICKMAN	5466	4TH OF JULY
2023	1855527	600.00	04/13/2023	THE LEAP LLC/SWEET CAROLINE ROASTED CORN	1046	4TH OF JULY
2023	1855528	750.00	04/13/2023	AZTECA RESTAURANT MKE	9596	4TH OF JULY

9,850.00

Encumbered

Parade

Signage

Entertainment

Face Painting	700.00		12/8/2022
Miss kim	450.00		12/8/2022
Half Twisted Knot	350.00		12/8/2022
Mini Parade	350.00		12/8/2022
Schlitz Eagle Show	400.00		12/8/2022
Area Rental Tent	382.00		12/8/2022
BobbyWat	4,500.00		12/8/2022
The Britians	3,000.00		12/8/2022
King of Radio	3,000.00		12/8/2022
Doo Wop Daddies	2,500.00		12/8/2022
Cold Sweat	3,500.00		12/8/2022
Cherry Pie	3,800.00		12/8/2022
33RPM	3,500.00		12/8/2022
Almighty Vinyl	4,550.00		12/8/2022
Rebel Grace	4,250.00		1/25/2023
American pub quiz	475.00		3/22/2023
		35,707.00	

Fireworks -	30,000.00	30,000.00	1/25/2023
Advertising			
Facebook		100.00	3/22
Electricity	180.00	180.00	3/22
Waste Disposal			
Pats disposal	10,020.00	10,020.00	12/8/2022
Telephone/Cell Phone			
Dues/Memberships			
Tent Rental			
Area Rental	760.67	760.67	1/25/2023

Office Supplies

Cornhole Tournament

Supplies

-

76,767.67