



**CITY OF NEW BERLIN
FOURTH OF JULY COMMISSION MEETING
Wednesday, October 26, 2022
6:00 PM
The A.R.C. (Activity & Recreation Center)
15321 W National Avenue – Willow Room**

AGENDA

CALL MEETING TO ORDER

ROLL CALL; DECLARATION OF QUORUM; PUBLIC NOTICE

APPROVAL OF MINUTES

1. Fourth of July Draft Minutes, Wednesday, August 31st, 2022

FINANCIAL REPORT

2. Monthly Activity and Financial Report / Review Running Budget
3. Discussion and possible vote on 2023 budget recommendation

CELEBRATION 2023

4. Discussion and possible vote to renew CFC membership in 2023
5. Discussion and possible vote on festival schedule and times
6. Discussion and possible vote regarding expectations and standards pertaining to non-profit partnerships and food/beverage vendors on grounds during festival.
7. Discussion and update on parade route for 2023
8. Discussion and possible vote on 2023 theme
9. Discussion and possible vote on entertainment for 2023

NEW BUSINESS

10. Review commission members for 2023

NEXT COMMISSION MEETING DATE

11. Set next Commission meeting date and meeting location

ADJOURNMENT

PLEASE NOTE:

- ✓ 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. It is also possible that members of and possible 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 above in this notice.
- ✓ Also, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact City Clerk Rubina R. Medina (262) 786-8610.



**CITY OF NEW BERLIN
FOURTH OF JULY COMMISSION - MINUTES
Wednesday, August 31, 2022**

Regular Meeting

Council Chambers

6:00 PM

Please note: Minutes are unofficial until approved by the Fourth of July Commission at the next regularly scheduled meeting.

CALL MEETING TO ORDER

There being a quorum (12 Commissioners), Ald. Joe Stribl called the meeting to order at 6:00 PM.

ROLL CALL; DECLARATION OF QUORUM; PUBLIC NOTICE

Commissioners Present:

Ald. Joe Stribl, Polly Oldenburg, Sherry Ament, Nancy Bertsch, Joe Dallman, Krista Heinen, Charles Kronenwetter, Michael Mazzoni, Marc Meyer, Nancy Perkins, Marlyene Pfeiffer, and Sarah Walters.

Also in attendance:

Erin Cross (City- Recreation Manager), Mayor Dave Ament & Peggy Ament.

NEW BUSINESS

MOTION: To deviate from the published agenda order.

VOTE: Motion by: Joe Dallman
Second by: Joe Stribl
MOTION PASSED 12-0

ITEM: Election of Chairperson for 2023 celebration: Joe Stribl was nominated

MOTION: To elect Joe Stribl Chairperson for the 2023 celebration

VOTE: Motion by: Joe Dallman
Seconded by: Charles Kronenwetter
MOTION PASSED 12-0

ITEM: Election of Secretary for the 2023 celebration

MOTION: To elect Krista Heinen Secretary for the 2023 celebration

VOTE: Motion by: Polly Oldenburg
Seconded by: Joe Dallman
MOTION PASSED 12-0

6:05PM Abbie Bottom arrived.

APPROVAL OF MINUTES

ITEM: June 21, 2022 meeting minutes:

MOTION: To approve the June 21, 2022 meeting minutes

VOTE: Motion by: Charlie Kronenwetter
Second by: Marlyene Pfeiffer
MOTION PASSED 12-0

FINANCIAL REPORT

ITEM: Review Budget Report and discussed the following:

Carnival proceeds discussed. Our portion of the proceeds was \$7,687. New Berlin presold \$8,280 in wristbands and Spectrum allowed us to keep this entire portion.

Current reserve is \$136,296. We anticipate adding an additional \$7,000 from the 2022 celebration.

Games R Us Proceeds. We received a total of \$778.71 between the ATM and Arcade Games.

MOTION: To approve the budget report as presented.

VOTE: Motion by: Alderman Joe Stribl
Second by: Michael Mazzoni
MOTION PASSED 12-0

ITEM: Discussion of running budget:

An extra \$500 was paid to The Cheap Shots for leaving "The" off of some materials. Additional money was spent due to adding vendors to allow all vendors to receive electricity. Charity ice, electrical plugs, cornhole by Tarmann and Facebook boosts all came in under what the committee previously approved. Discussion on the amount spend on banners through Graphic Innovations, possibility of bidding out for 2023 celebration.

MOTION: To approve the running budget as presented.

VOTE: Motion by: Nancy Bertsch
Second by: Marlyene Pfeiffer
MOTION PASSED 12-0

CELEBRATION 2022

ITEM: Reviewed feedback collected about the 2022 celebration:

No action taken.

NEW BUSINESS

ITEM: Review commission members for 2023 celebration:

Mitch Helmer will not be returning.
All other commissioners remain the same.

ITEM: Discussion on possible festival format for 2023 celebration:

There was a discussion of new parade route due to road construction on National and Moreland. Discussion of adding a possible 4th date to the festival in light of the 4th falling on a Tuesday in 2023.

No action taken.

ITEM: Election of Budget Subcommittee.

MOTION: To elect Joe Dallman, Marlyene Pfeiffer, and Nancy Perkins to the budget subcommittee to work with the 4th of July Coordinator.

VOTE: Motion by: Nancy Bertsch
Second by: Sarah Walters
MOTION PASSED 12-0

ITEM: Discussion about an additional subcommittee to recommend expectations and standards for review in regards to general partnerships with local charities and vendors to the 4th of July Commission:

For the 2023 celebration no subcommittee is needed. No further discussion and no action taken.

NEXT COMMISSION MEETING DATE

The next meeting will be Wednesday, September 28, 2022 at 6:00 PM.

ADJOURNMENT

MOTION: To adjourn at 7:55 PM

VOTE: Motion by: Joe Dallman
Second by: Marlyene Pfeiffer
MOTION PASSED 12-0

Respectfully Submitted,
Krista Heinen, Secretary

CITY of NEW BERLIN
FOURTH of JULY
Budget Report as of September 20, 2022

			Original Budget	Transfers/ Adjustments	Revised Budget	Year to Date	Encumbered	Available Budget
REVENUES								
21120000	48040	Donations	45,000	-	45,000	70,775		25,775
21120000	48071	Booth/Vendor Fees	29,000	-	29,000	30,885		1,885
21120000	48070	Carnival Proceeds	8,000	-	8,000	6,860		(1,140)
21120000	48000	Parking	2,500	-	2,500	3,500		1,000
21120000	48000	Cornhole Tournament	700	-	700	-		(700)
21120000	48000	Games are Us	-	-	-	779		779
		Transfer from City	30,000	-	30,000	20,000	-	(10,000)
		Total Revenues	115,200	-	115,200	132,799	-	17,599
EXPENDITURES								
21120000	52011	Parade	14,500		14,500	13,575		925
21120000	52030	Entertainment	33,500		33,500	32,803	409	288
21120000	52035	Fireworks	25,000		25,000	30,000		(5,000)
15990000	50020	Salary	10,000	-	10,000	10,918		(918)
15990000	51020	FICA	765	-	765	835		(70)
15990000	54060	Advertising	750	-	750	1,995		(1,245)
21120000	53010	Electricity	360	-	360	1,443		(1,083)
21120000	53030	Waste Disposal	9,500	-	9,500	9,380		120
21120000	53040	Telephone/Cell Phone	700	-	700	362		338
21120000	54270	Dues/Memberships	80	-	80			80
15990000	52030	Tent Rental	15,000	-	15,000	17,621		(2,621)
21120000	54120	Office Supplies	200	-	200			200
21120000		Cornhole Tournament	600	-	600	1,300		(700)
21120000	54110	Supplies	4,300	-	4,300	10,234	-	(5,934)
		Total Expenditures	115,255	-	115,255	130,467	409	(15,621)
		Net Change in Fund Balance	(55)	-	(55)	2,332		1,978

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	200079851!
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
		\$70,775.00			

CHG DESC 1[illegible]

4th OF JULY DONATION

4th OF JULY DONATION

4th OF JULY DONATION

4th OF JULY DONATION

4th OF JULY DONATION

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	\$630.00	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	1791413	\$407.50	08/03/2022	NEW BERLIN LIONS CLUB FOUNDATION	8270	4TH OF JULY/HOME CITY ICE
2022	1793165	\$407.50	08/22/2022	NEW BERLIN EDUCATION FOUNDATION INC	1071	4TH OF JULY/HOME CITY ICE
2022	1793521	\$407.50	08/29/2022	NEW BERLIN CITIZENS AGAINST MD	9158226941	4TH OF JULY/HOME CITY ICE
2022	1794533	\$407.50	09/19/2022	PROSPECT LIONS CHARITIES OF NB	1019	4TH OF JULY/HOME CITY ICE

\$30,885.00

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 October 21, 2022

	Original Budget	Transfers/ Adjustments	Revised Budget	Year to Date	Encumbered	Available Budget
REVENUES						
Donations	45,000	-	45,000	70,775		25,775
Booth/Vendor Fees	29,000	-	29,000	29,125		125
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	133,030	-	17,830
EXPENDITURES						
Parade	14,500		14,500	13,575		925
Entertainment	33,500		33,500	32,803	409	288
Fireworks	25,000		25,000	30,000		(5,000)
Salary	10,000	-	10,000	11,247		(1,247)
FICA	765	-	765	860		(95)
Advertising	750	-	750	1,995		(1,245)
Electricity	360	-	360	1,443		(1,083)
Waste Disposal	9,500	-	9,500	9,380		120
Telephone/Cell Phone	700	-	700	407		293
Dues/Memberships	80	-	80			80
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	7,348	-	(3,048)
Total Expenditures	115,255	-	115,255	127,981	409	(13,135)
Net Change in Fund Balance	(55)	-	(55)	5,049		4,695