



City of New Berlin

Meeting Agenda

Fourth of July Commission

New Berlin City Hall
3805 S. Casper Drive
New Berlin, WI 53151

(262) 786-8610
www.NewBerlin.org

Thursday, December 8, 2022

6:00 PM

Council Chambers

CALL MEETING TO ORDER

ROLL CALL; DECLARATION OF QUORUM; PUBLIC NOTICE

APPROVAL OF MINUTES

1. October 26th, 2022 Fourth of July Meeting Minutes

FINANCIAL REPORT

2. Monthly Activity and Financial Report / Review Running Budget

CELEBRATION 2022

3. Staff Report
 - o Four Charity menu selection
 - o FD Pancake Breakfast
 - o Troop 93 Taco Booth
4. Discussion and possible vote on waste services for 2023
5. Discussion and possible vote on children's entertainment for 2023
6. Discussion and possible vote on entertainment for 2023
7. Discussion and possible vote to host annual pie contest on Sunday, July 2nd, 2023
8. Discussion on possible parking partnerships
9. Discussion on commission golf cart needs for 2023
10. Discussion and update on parade

NEW BUSINESS

NEXT COMMISSION MEETING DATE

11. January 25, 2023

ADJOURNMENT

PLEASE NOTE:

Any comments that the public wishes to make may be communicated to the city via email at citizencomments@newberlin.org and will be forwarded to the Mayor and Fourth of July Commission.

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 a possible 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.

October 26, 2022

CALL MEETING TO ORDER

There being a quorum (12 Commissioners), Ald. Joe Stribl called the meeting to order at 6:01 PM.

ROLL CALL; DECLARATION OF QUORUM; PUBLIC NOTICE

Commissioners Present:

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

Also in attendance:

Erin Cross (City- Recreation Manager), Bobby Reid (NB Lions), Jim Vlazny (NB Lions), Mayor Dave Ament & Peggy Ament

APPROVAL OF MINUTES

MOTION: To approve the minutes from the August 31, 2022 meeting

VOTE: Motion by: Joe Dallman
Seconded by: Marlyene Pfeiffer
MOTION PASSED 11-0, 1 abstained

FINANCIAL REPORT

ITEM: Monthly Activity and Financial Report

Still looking for another \$7,000 to come in (from donations). Otherwise, report looks complete.

MOTION: To approve financial report as presented

VOTE: Motion by: Lori Doyle
Seconded by: Michael Mazzoni
MOTION PASSED 12-0

ITEM: Budget Report

MOTION: To approve the proposed 2023 budget as of October 26, 2022

VOTE: Motion by: Charles Kronenwetter
Seconded by: Nancy Perkins
MOTION PASSED 12-0

CELEBRATION 2023

ITEM: Discussion and renew membership for CFC Membership for 2023

MOTION: Renew CFC membership for the fee of \$100 for the coming year

VOTE: Motion by: Nancy Bertsch
Seconded by: Nancy Perkins
MOTION PASSED 12-0

ITEM: Discussion and possible vote on festival schedule and times.

Going to a 4-day schedule for one year only. With commission understanding that the New Berlin commission will cover any additional costs for the extra day. This is not something that would be continued.

We are not planning to run a full day on Monday. Mayor expressed any money that comes in overtime for fire, police, grounds, etc. whatever the amount- it will come out of the 4th of July budget.

MOTION: To recommend going to a 4-day festival (July 1-4) for 2023 ONLY with any additional city expense will come from the 4th of July budget.

VOTE: Motion by: Ald. Joe Stribl
Seconded by: Michael Mazzoni
MOTION PASSED 12-0

ITEM: Discussion of times for 2023 festival times.

MOTION: To have the 2023 festival fun Saturday & Sunday from noon-10pm, Monday 5pm-10pm and Tuesday July 4th from noon-10pm

VOTE: Motion by: Marc Meyer
Second: Lori Doyle
MOTION PASSED 12-0

ITEM: Discussion and possible vote regarding expectations and standards pertaining to non-profit partnerships and food/beverage vendors on grounds during festival.

We looked over the vendor application prices for vendors coming in for 2023. We talked about whether we wanted to change the rates from last year. Polly suggested flipping the prices on direct sales and indirect sales

MOTION: To change the pricing for direct and indirect sales. We will change the fee for Direct Sales vendors to \$300 and Indirect Sales to \$400.

VOTE: Motion by: Charles Kronenwetter
Seconded by: Marlyene Pfeiffer
MOTION PASSED 12-0

ITEM: Discussion on Food Truck pricing on the same vendor application form from previous item.

We had 14 food vendors at a variety of different levels. For this year we want to add to the form that they HAVE to submit their menu and it cannot be changed. We want to get menus online before the event. No other changes to the form.

If the major charities are going to offer food this year, they need to submit menus and we will look not to compete with vendors. Once menus are submitted by charities, Polly will start reaching out and recruiting food trucks/vendors to fill in all the rest.

ITEM: Discussion about the non-profit application.

We are not planning to change the fees for the non-profit major tents. We aren't looking to change the split with parking. There were no comments or changes for that form.

ITEM: Discussion and update on parade route for 2023

Nancy presented on the updated parade route. 4,400ft. route down National starting at 159th to Rose Ct. There will be no assigned numbers for parade units this year.

MOTION: To approve presented parade route pending Police, Fire, DPW and Mayor Ament approval.

VOTE: Motion by: Marlyene Pfeiffer
Seconded by: Michael Mazzoni
MOTION PASSED 12-0

ITEM: Discussion and Possible Vote on Theme for the 2023

Ald. Joe proposed keeping the theme of Celebrating New Berlin for this year and moving forward. There is so much to celebrate about our city.

MOTION: To leave the theme as celebrating New Berlin for 2023 and beyond pending a change.

VOTE: Motion by: Ald. Joe Stribl
Seconded by: Joe Dallman
MOTION PASSED 12-0

ITEM: Discussion and possible Vote on entertainment for 2023

MOTION: Approval for A.N.T. Productions for sounds and lights for \$10,400, for 4 days pending common council approval

VOTE: Motion by: Nancy Bertsch
Seconded by: Ald. Joe Stribl
MOTION PASSED 12-0

MOTION: To approve the bands presented, pending negotiations with Polly, to be re-presented to the commission with final costs.

VOTE: Motion by: Marlyene Pfeiffer
Seconded by: Nancy Perkins
MOTION PASSED 12-0

NEXT COMISSION MEETING DATE

ITEM: Set next commission meeting date and meeting location. The next commission meeting will be on **Thursday December 8, 2022**. It will be a combined November and December meeting.

ADJOURNMENT

MOTION: To adjourn the meeting at 7:09pm.

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

*Respectfully Submitted,
Krista Heinen, Secretary*

CITY of NEW BERLIN
FOURTH of JULY
Budget Report as of December 2, 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	29,625		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	133,530	-	18,330
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	11,772		(1,772)
FICA	765	-	765	901		(136)
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	453		247
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	7,568	-	(3,268)
Total Expenditures	115,255	-	115,255	128,811	409	(13,965)
Net Change in Fund Balance	(55)	-	(55)	4,719		4,366