

**BROWN DEER 4TH OF JULY COMMITTEE  
FEBRUARY 17, 2021 MEETING MINUTES  
HELD AT THE BROWN DEER VILLAGE HALL  
4800 WEST GREEN BROOK DRIVE**

The meeting was called to order at 5:32 p.m.

**I. Roll Call**

Present: Donna Zimmer, Julie Quirk, John Buckley

Absent: Otto Bunge

Also, Present: Chad Hoier, Park and Recreation Director  
Danielle Gross, Recreation Supervisor

**II. Persons Desiring to be Heard**

**III. Consideration of Minutes**

**A) January 20, 2021**

*It was moved by Mr. Buckley and seconded by Ms. Quirk to approve the minutes of the January 20, 2021 meeting as corrected. Motion passed.*

**IV. Unfinished Business**

**A) Community Events Program Proposal and Approval**

Mr. Hoier reviewed the proposal provided by Express News for the Park & Recreation Department Summer Special Events guide. Proposal provided two options: mailing guides for the cost of \$2,000.00 and the second using a contract delivery service for \$1,450.00. Committee decided that mailing the Events Program is the best option to make sure every resident that has a mail address would receive the guide. Mr. Hoier also stated the cost of the guide would be spread out over the departments three special revenue funds: 4<sup>th</sup> of July Fund, Special Events Fund and Park, Pond and Community Center Fund.

*It was moved by Mr. Buckley and seconded by Ms. Zimmer to approve the Express News contract for \$2,000.00 for the 2021 Summer Special Events Guide. Motion passed.*

**V. New Business**

**A) Approval of Beer Vendor**

Mr. Hoier reviewed the quote provided by Beer Capitol. The quote came in at a case price of \$21.50 per case. Based on the general order from previous years, the cost of the beer would come in at \$1,800.00. Mr. Hoier reminded the committee that the beer is purchased on consignment and we only purchase what is opened in the beer caddy. Discussion followed.

*It was moved by Mr. Buckley and seconded by Ms. Quirk to select Beer Capitol Distributing as the beer vendor for the 2021 4<sup>th</sup> of July Celebration. Motion passed.*

**B) Approval of Equipment Vendor**

Mr. Hoier reviewed the equipment rental quote that he received from Brookfield Party Rental and said that Brookfield Party provided very good service over the years and recommends that they stay with them.

*It was moved by Mr. Buckley and seconded by Ms. Quirk to select Brookfield Party Rental as the equipment vendor for the 2020 4<sup>th</sup> of July Celebration. Motion passed.*

**C) 2021 Fireworks Proposal Update**

Mr. Hoier informed the Committee that he has been in touch with Jonny, and he is finalizing details with the display company.

**VI. Committee Reports**

**A) Fundraising**

Mr. Hoier reported that \$1,200.00 had been received from the first business letter requesting donations for the celebration. Mr. Hoier also informed the Committee that the water bill 4<sup>th</sup> of July donation request is ready to go and will be in the March and June water bills.

**B) Publicity**

**C) Entertainment**

Committee reviewed options for a second band to play for the celebration with the Committee directing Mr. Hoier to pursue a contract with Valarie B and The Boyz to be the opening act for the Celebration.

Mr. Hoier also informed the Committee that he is researching covered stage options and is hoping to have it finalized by the March meeting. The DPW has also begun building the bag toss sets. Mr. Hoier has asked DPW to build 6 sets.

**D) Parade**

**E) Beer Tent**

**F) Food Tent**

**G) Volunteers**

**VII. Scheduling of Next Meeting**

**A) March 17, 2021**

Committee agreed to schedule its next meeting on Wednesday, March 17, 2021.

**VIII. Adjournment**

Upon proper motion, the meeting was adjourned at 6:40 p.m.

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Chad Hoier, Park and Recreation Director