

**BROWN DEER 4TH OF JULY COMMITTEE  
JANUARY 20, 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) December 9, 2020**

*It was moved by Ms. Quirk and seconded by Mr. Buckley to approve the minutes of the December 9, 2020 meeting as corrected. Motion passed.*

**IV. Unfinished Business**

**A) Contingency Plan Discussion for 2021 Celebration as it Pertains to the Covid-19 Pandemic**

Committee continued to discuss the three options for the 2021 Celebration.

1. Option One: Celebration is operated as it has in the past with adjustments.
2. Option Two: Celebration operates with park activities including music, beer/beverage garden, food trucks/Vendors, Firework show, and a few other park options would be offered. The parade would be cancelled for 2021 for pandemic reasons and brought back in 2022.
3. Option Three Firework show only.

Committee agreed to move forward with Option Two for the 2021 Celebration. Day will consist of musical entertainment in the park with a beer/beverage garden, and a few other options offered. Food Trucks/Vendors would be present in the parking stalls in front of Village Park. Park will close at 8:00 p.m. for the fireworks show to account for social distancing reasons. Firework show will begin around 9:30 p.m.

Mr. Hoier confirmed with fireworks provider to make the show 100% aerial so it can be seen from greater distances. Committee will also explore options with FIS on how their parking lot could be used people to park and view the fireworks.

Mr. Hoier will reach out to Z and R Entertainment and discuss options for scheduling a second band for the Celebration. Band times will be finalized at the February meeting

Committee will continue to discuss other park activities to be offered in a safe manner (bingo, bags tournament, children's games etc.). Decisions on final schedule will be decided at a future meeting.

**B) 2021 Parade Decision**

Committee discussed the importance of this decision and the safety of the measures that would need to be taken into consideration as it pertains to the Covid-19 pandemic. Committee decided to cancel the 2021 parade and focus on activities that can be offered in Village Park to allow for social distancing and allow

participants to feel comfortable in participating.

*It was moved by Mr. Buckley and seconded by Ms. Quirk to cancel the 2021 4<sup>th</sup> of July Parade. Motion unanimously passed.*

### **C) Food Truck/Vendor Agreement Letter Approval**

Mr. Buckley reviewed the Food Truck/Vendor Agreement Letter with the Committee highlighting that the Committee will receive 15% of the Vendors gross sales for the day.

Committee agreed to move forward with the collection of the 15% from each vendor that participates.

Mr. Buckley will finalize verbal commitments from each vendor and Mr. Hoier will begin to put together packets that will be mailed to the Vendors. Packets will include letter of agreement, peddler license application and background check information.

## **V. New Business**

### **A) Community Events Timetable**

Mr. Hoier reviewed the timetable for the Community Events Program. He also informed the Committee that he has reached out to Phil Fritche from Express News to prepare a proposal for this years Program. Additional information on a proposal will be discussed at the February meeting.

### **B) Equipment Rental and Beer Vendor Quotes**

Mr. Hoier said that he would solicit a quote from Brookfield Party Rental and Beer Capitol for pricing on equipment and beer for the Celebration. Final decisions will be made at the February meeting.

### **C) 2021 Fireworks Proposal Update**

Mr. Hoier informed the Committee that he has been in touch with Jonny and he has begun to put together a proposal. Mr. Hoier also stated, they talked about making the show all aerial style shell so show could be viewed at greater distances due to the closing of the Park at 8:00 p.m. to account for proper social distancing.

## **VI. Committee Reports**

### **A) Fundraising**

Mr. Quirk reviewed the business fundraising letter draft that will be mailed to local businesses in January and March. Discussion followed.

Mr. Hoier said that the first letter will go out in the mail by the end of the week.

Committee also discussed developing a t-shirt as a fundraiser for this year. Ms. Quirk said that she would work on a design to bring the Committee at the February meeting. Mr. Hoier said that he would reach out to Eggers Imprint on additional information and printing for the shirts.

Mr. Hoier stated that the Water Department is on board again with the Round Up Your Water Bill fundraiser. They are just waiting on updated language for this year's bills.

**B) Publicity**

**C) Entertainment**

**D) Parade**

**E) Beer Tent**

**F) Food Tent**

**G) Volunteers**

**VII. Scheduling of Next Meeting**

**A) February 17, 2021**

Committee agreed to schedule its next meeting on Wednesday, February 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