

VILLAGE OF GERMANTOWN
N112 W17001 MEQUON ROAD
GERMANTOWN, WI 53022

MEETING: **TOURISM / COMMUNITY BETTERMENT
COMMITTEE**

DATE AND TIME: **TUESDAY, AUGUST 11, 2015 6:00 p.m.**

LOCATION: : ****Village Hall Conference Room A****

- I. **CALL TO ORDER:** This meeting has been given public notice in accordance with Wisconsin Statutes, Section 19.83 and 19.84 in such form that will apprise the general public and news media of subject matter that is intended for discussion and action.
- II. **ROLL CALL:** Chairperson Hughes, Members Adair, Bergeron, Brady, Ciurro, Grgich, Merry and Rogers
- III. **APPROVAL OF MINUTES:** June 15, 2015 meeting
- IV. **NEW BUSINESS:**
 - A. Requests For Funds:
 1. Imagination Theatre of Germantown
\$2,595 – Musical Production – Seussical The Musical
 2. Kiwanis Club of Germantown
\$455 – 4th of July Parade
 3. Germantown Historical Society
\$2,500 – Oktoberfest
 4. American Legion Post No. 1
\$2,500 – The Moving Wall
Confirm prior approval for disbursement.
 5. Germantown Area Chamber of Commerce
\$1,000 – 5k Candy Cane Run/Walk
- V. **ADJOURNMENT:**

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 please contact the Village Clerk at (262)250-4740 at least 2 days prior to the meeting.

Notice is given that a majority of the Village Board may attend this meeting to gather information about an agenda item over which they have decision making responsibility. This may constitute a meeting of the Village Board per State ex rel. Badke v. Greendale Village Board, even though the Village Board will not take formal action at this meeting.

TOURISM/COMMUNITY BETTERMENT COMMITTEE

Meeting Minutes for 06/15/2015

1. Meeting Called to Order:

6:00pm by Jeffrey Hughes, Chairman of the Tourism/Community Betterment Committee

2. Members Present:

Chairperson Hughes, Members Adair, Bergeron, Ciurro, Grgich, Rogers, and Carroll.
Carroll Merry is a new member of the committee.

Excused: Brady

3. Approval of Minutes:

The minutes of the March 9, 2015 meeting were approved on a motion by Ciurro; second by Rogers; the motion carried.

4. New Business:

A. Election of Secretary for Tourism/Community Betterment Committee

Adair moved to elect Emily Bergeron secretary of the Tourism/Community Betterment Committee; second by Ciurro; the motion carried.

B. Request for Funds:

1. Germantown Area Chamber of Commerce requesting \$2500 for Annual Christmas Festival, presented by Lynn Grgich, Executive Director of Germantown Chamber of Commerce
 - The Christmas Festival has three main events: the 5K Candy Cane Run/Walk, the Christmas Parade, and the Tree Lighting Activities.
 - The festival will be held on November 14th this year.
 - No major changes to 5K or parade routes.
 - Event usually draws 350~500 people each year.
 - The 5K run/walk is promoted on runners' websites and brings visitors/participants from Brookfield, West Bend, etc. Usually about 1/3 of the 5K entries are added the day of the race.
 - Advertisement (full page ad) in Express News tabloid draws visitors from Menomonee Falls, Jackson, etc.
 - Committee was presented with a well-detailed itemized budget for the event.

Rogers moved to approve this \$2,500 fund request for the Annual Christmas Festival; second by Adair. Lynn Grgich abstained from voting.
2. Imagination Theatre of Germantown requesting \$2595 for their musical production, "Seussical The Musical."
 - Postponed until representative available to discuss details and answer questions at committee meeting.
 - Imagination Theatre will be notified about meeting attendance.
 - Committee would like to find out if Germantown Tourism/Community Betterment is recognized on the play bill.

C. Discussion/Action on Policy Revisions

- Draft for updated application for funds (Tourism/Community Betterment) reflects more closely how funds will be distributed. Addresses the larger focus on the “tourism” part of the committee, as much of the budget comes from Germantown hotels.
Section “Itemized Cost Details” makes sure applicants have *itemized* budgets, which are important as the Village Clerk approves receipts for reimbursement based on what committee has agreed to cover.
- Committee would like to find a person to update the Tourism/Community Betterment Committee page on the Village of Germantown website. Presentation that was made previously is available, but is not being used.
- Email has been helpful in getting advanced notification of meeting times. In the past, committee members have been notified by post mail as late as the same day of the meeting.

Ciurro made a motion to accept draft of application for Committee funds as the official updated version of application; second by Rogers; motion was passed.

D. Review of Financial Balances

American Legion Post No. 1 application for funds of \$2500 for The Moving Wall was approved 11/10/14 upon receipt of the contract. Funds were not requested or paid in 2014. According to the committee guidelines, all funds must be used in the year in which they are approved, so American Legion Post No. 1 will need to update application. Grigich has spoken to a representative of the group who said they are waiting for the contract (concerning The Moving Wall) to arrive in the mail. They anticipate having The Moving Wall September 1-5, 2016, around Labor Day weekend.

5. Adjournment:

The meeting was adjourned by Chairperson Hughes.

Respectfully Submitted by:
Emily Bergeron

RECEIVED

GERMANTOWN TOURISM / BETTERMENT FUND
REQUEST FOR FUNDING
CALENDAR YEAR: 2015

JUN 02 2015

OFFICE OF VILLAGE CLERK
VILLAGE OF GERMANTOWN

Funds may be requested by groups for Tourism Projects (projects or events that will bring visitors to the Village of Germantown).

1. Group Name: Imagination Theatre of Germantown
Address: Po Box 271 Germantown, WI 53022
2. Responsible person's name: Eric J Salter Phone No: 262 271 6892
3. Amount requested: \$ 2,595.00

MAXIMUM AMOUNT REQUESTED IS \$2500 PER REQUEST

4. Date by which funding is desired: 7/15/15

Please complete this form in its entirety. Also, please submit an estimate for the project for approval. Upon completion of the project, receipts submitted will be matched against the detail costs to verify the final expenditure. Note the guidelines for funding requests listed on the reverse side of this form.

Event or project description: (Please provide details regarding your event or project)

see attached

Goals of your event/project:

see attached

Cost Details:

see attached

2nd or 3rd year applicants – please describe the results of the previous year's event/project:

Last year we performed 10 performances with 2 casts (adult + young performers) of the musical "Into The Woods". 20% of our audience was from Germantown. Total of 28% from Washington County. 15% from Milwaukee County and the remainder from Waukesha + Ozaukee Counties. The funds we received allowed us to cover royalty costs + put on an excellent production.

May 30, 2015

GT Tourism & Betterment Fund Application From IMAGINATION THEATRE OF GERMANTOWN

Event or project description: (Please provide details regarding your event or project)

This is our eighth season as Germantown's community theatre. Despite the lack of any traditional theatre performance space, we continue working hard to bring live theatre to our community. After bouncing from place to place (in and out of Germantown) for our first five years, we are now completing our third straight year performing at The Lutheran Church of the Living Christ on Pilgrim Road. They are very accommodating; a good partner with whom to work.

This summer we will be producing SEUSSICAL THE MUSICAL – a Broadway musical about the characters from multiple Dr. Seuss books; focusing on Horton the Elephant. We will be casting 25-30 people of various ages (children and adults), and offering seven performances at the end of July through the beginning of August.

Goals of your event/project:

Our goal is to continue bringing quality theatre to this community. This accomplishes multiple things – giving people in our community an opportunity to be involved in the arts as a performer or volunteer or patron; providing quality entertainment at a reasonable price to our community; reminding our community that involvement in the arts builds confidence, work ethic, and success; and, to bring more people into our community.

In the last 2 years, we have seen roughly 20% of our audience come from Germantown, and a total of 28% from Washington County. The balance has come largely from Waukesha and Ozaukee counties, plus approximately 15% from Milwaukee County.

We hope to continue growing our home audience, while large numbers still travel to Germantown for the experience.

Cost Details:

The royalties charged by Music Theatre International are \$2,595. Other fees (staff, set, music, lighting, printing, etc.) will be roughly \$10,000. We hope that the Tourism & Betterment Fund can see the value in this and assist us in paying a portion of the royalties. You have contributed each of the past two years, which was helpful and appreciated. We would be thrilled if similar funding could be provided this year.

We thank you for your consideration and look forward to hearing from you soon.

Eric Salter – President

Imagination Theatre of Germantown

EMAIL imaginationtheatre@yahoo.com

TEL 262-271-6892



MUSIC THEATRE INTERNATIONAL

421 w. 54th st. • new york, ny 10019 • (o) 212.541.4684 • (f) 212.397.4684 • licensing@mtishows.com • www.mtishows.com

Your statement is included in the email.

IMAGINATION THEATRE
ATTN: ACCOUNTS PAYABLE
PO BOX 271
W 142 N10646 MAGNOLIA DRIVE
GERMANTOWN,WI 53022
UNITED STATES
Attn: HEIDI SALTER

DID YOU KNOW THAT YOU CAN VIEW AND PAY YOUR MTI INVOICES ONLINE?

You can access your "My MTI" account by logging in at mtishows.com/mymti. View and print your account invoices and pay outstanding balances with a credit card or online check! It's quick and easy! Get started today by contacting your account representative for your Username and Password.



MUSIC THEATRE INTERNATIONAL

ACCOUNT STATEMENT

421 w. 54th st. • new york, ny 10019 • (o) 212.541.4684 • (f) 212.397.4684 • licensing@mtishows.com • www.mtishows.com

Licensee Billing Address

IMAGINATION THEATRE
ATTN: ACCOUNTS PAYABLE
PO BOX 271
W 142 N10646 MAGNOLIA DRIVE
GERMANTOWN, WI 53022
UNITED STATES
Attn: HEIDI SALTER

Primary Contact
HEIDI SALTER

Your MTI Representative: RICHARD PATTERSON
MTI Account #: 59218

Statement #: 300118
Account Statement as of: 02/23/2015

Booking Summaries			
Show Name	Booking#	Invoice#	Invoice Total
SEUSSICAL	9228466	560949	0.00
			0.00
		Total:	0.00
		On Account Balance:	
		Total Enclosed:	

PAYMENT INFORMATION

You may pay by check or credit card by logging onto MyMTI at mtishows.com (if check is enclosed, please make payable to Music Theatre International)

CREDIT CARD AUTHORIZATION

By signing below you certify that the credit card information you have provided on this application is accurate.

☐ Visa ☐ MasterCard ☐ American Express ☐ Discover ☐ Name on Card _____ Exp. Date _____ / _____

Card Number _____ City _____ State _____ Zip Code _____ Country _____

Print Name

Signature

Date

RETURN THIS PAGE WITH PAYMENT • 421 w. 54th st. • new york, ny 10019 • (o) 212.541.4684 • (f) 212.397.4684 • licensing@mtishows.com • www.mtishows.com



MUSIC THEATRE INTERNATIONAL

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ACCOUNT STATEMENT

INVOICE

Show: 229 SEUSSICAL

Perf Date: 7/24/2015 - 8/2/2015

Cust #: 59218

P.O. #:

Booking #: 9228466 - 229

Close Date:

Invoice #: 560949

CHARGE/DESCRIPTION	QTY	RATE	AMOUNT
Royalty A	7	195.00	1,365.00
Rental Fee	1	830.00	830.00
Security Fee			400.00
Sub Total			2,595.00
Payment			-2,595.00
Balance Due			0.00

RECEIVED

JUL 23 2015

OFFICE OF VILLAGE CLERK
VILLAGE OF GERMANTOWN

GERMANTOWN TOURISM / BETTERMENT FUND
REQUEST FOR FUNDING
CALENDAR YEAR: 2015

Funds may be requested by groups for Tourism Projects (projects or events that will bring visitors to the Village of Germantown).

1. Group Name: Kiwanis Club of Germantown
Address: P.O. Box 531, Germantown, WI 53022
2. Responsible person's name: Lynn G. Gich Phone No: 262-347-9901 cell
3. Amount requested: \$455.00

MAXIMUM AMOUNT REQUESTED IS \$2500 PER REQUEST

4. Date by which funding is desired: upon approval

Please complete this form in its entirety. Also, please submit an estimate for the project for approval. Upon completion of the project, receipts submitted will be matched against the detail costs to verify the final expenditure. Note the guidelines for funding requests listed on the reverse side of this form.

Event or project description: (Please provide details regarding your event or project)

This is the 4th of July Parade for the Germantown Community.
Several of our neighboring communities don't have parades and Menomonee Falls holds theirs the night before, so Germantown's event pulls spectators from way beyond our residents.

Goals of your event/project:

To provide a patriotic parade filled with entries for all ages to enjoy.

Cost Details:

See attached worksheet. This request is for the Parade. The first request for funding was to cover the Festivities at Firemen's Park.

2nd or 3rd year applicants – please describe the results of the previous year's event/project:

2015 was another beautiful weather day for all the 4th of July activities.
As noted by food and beverage sales, crowds in the park seemed to be down between 3:30pm - 5:30pm. Speculation for reasons for this was due to the 4th being on the weekend and many folks leaving town for "upnorth". Overall, it was still a very successful event.

4th of July
Income/Expense
2015

Description	Amount		Income	Expense	Net
SPONSORS Income see list	10,700				
Sponsor Expenses					
Awesome Graphics: Banners	150				
Tabloid Ads	e4@580 \$320				
Sponsor Totals			10,700	470	\$10,230
PARADE					
Income see list entry fees	875				
Income: Tourism Funds	*\$455				
Expense					
Gerlach Stiltwalkers	175 *				
Mary Ernst-Petals the Clown	100 *				
Wisconsin Corvette Club	100 *				
Kettle Moraine Model T	80 *				
FASTSIGNS: Grand Marshal	106				
General Comm: radios	316				
Total Expenses	877				
Parade Totals			1,330	877	\$453
PARK					
Income: vendors fees	800				
Income: vendors royalty sales	2025.55+e\$800				
Income: Tourism Funds	**2500				
Expense					
Port-A-John	**1457				
Accompany of Kids	**400				
Downtown Harrison	**900				
Lincoln Contractors Supply	263.34				
Total Expenses	3,020.34				
Park Totals			6125	3020.34	3,104.66
Other Expenses					
office supplies; labels, envelopes	112.52				
copies:letter, entry forms	402.59	Express News			
cell phone; 4@\$35	140				
Lynn Grgich	4,000				
Total Other Expenses	4655.11			4655.11	-4655.11
Bartolotta Fireworks	7,250.00			7,250.00	-7250
Permit Fee & background check	\$107			107	-107
Sub Totals					
GRAND TOTALS			18,155.00	16379.45	1775.55

4th of JULY CELEBRATION



Saturday
July 4, 2015
Parade at Noon

PARADE APPLICATION

Name of Entry/Participant: Wisconsin Corvette Club
(Only your approved unit will be allowed in the parade. We reserve the right to reject any unit.)

Type of Unit: (check only one)

- ☐ Youth—No Fee
☐ Non-profit—No Fee
☐ Commercial—\$50 Fee (If rec'd by 04/1/15)
☐ Commercial—\$75 Fee (If rec'd after 4/1/15)
☒ Remuneration required—how much \$ 100.00

PLEASE ALSO CONSIDER A
SPONSORSHIP DONATION
Sponsorship levels:
\$100 - \$299 Community Support Sponsor*
\$300 - \$749 Caring Stripe Sponsor*
\$750 - \$999 Civic Spectacular Sponsor*
\$1000 - \$4999 Committed Star Sponsor*
\$5000+ Celebration Event Sponsor*
*Additional promotional benefits provided!

Details of Unit: (you must answer all)
15-30 Number of vehicles*
____ Number of people
____ Staging length needed (in feet)
Do you have music? ____yes ☒no

Description of Unit:

Approximately 20 Corvettes

(actual count)
15

Special Considerations: _____

Person Responsible for Your Unit: (print and fill out completely)

Name: Tom + Chris Lemanczyk

Address: 326 Badger CT.

City State Zip: Oconomowoc WI 53066

Phone: Home 262-965-3407 Work SAME Cell SAME

E-mail: Clemanczyk1@wi.rr.com

Signature: Chris Lemanczyk Date 3-14-15

If you have any questions, please call the 4th of July Hotline at 262-424-4457 or e-mail Lynn at lynnrgich@gmail.com

*All vehicle owners will be required to sign a release, waiver, and indemnification form prior to the parade. SEE REVERSE SIDE OF THIS APPLICATION.

Please make checks payable to Kiwanis Club of Germantown

Return this form to:

Kiwanis Club of Germantown

July 4th Parade Committee

P.O. Box 531

Germantown, WI 53022



Parade entry deadline: June 1, 2015

OVER

4th of JULY

CELEBRATION



Saturday
July 4, 2015
Parade at Noon

PARADE APPLICATION

Name of Entry/Participant: Mary Ernst (Petals the Clown)

(Only your approved unit will be allowed in the parade. We reserve the right to reject any unit.)

Type of Unit: (check only one)

- ☐ Youth—No Fee
☐ Non-profit—No Fee
☐ Commercial—\$50 Fee (If rec'd by 04/1/15)
☐ Commercial—\$75 Fee (If rec'd after 4/1/15)
☒ Remuneration required—how much \$ 100

Details of Unit: (you must answer all)

- 0 Number of vehicles*
1 Number of people
Staging length needed (in feet)
Do you have music? yes X no

PLEASE ALSO CONSIDER A SPONSORSHIP DONATION

Sponsorship levels:

- \$100 - \$299 Community Support Sponsor*
\$300 - \$749 Caring Stripe Sponsor*
\$750 - \$999 Civic Spectacular Sponsor*
\$1000 - \$4999 Committed Star Sponsor*
\$5000+ Celebration Event Sponsor*

*Additional promotional benefits provided!

Description of Unit:

Clown

Special Considerations:

Can I have an early # ?? I love to interact with the kids and get behind U

Person Responsible for Your Unit: (print and fill out completely)

Name: Mary Ernst

Address: 5324 N. 58th St

City State Zip: Midw

Phone: Home 414-463-5009 Work Cell 414-915-8875

E-mail: Lmernst@sdglobal.net

Signature: Mary Ernst

Date

If you have any questions, please call the 4th of July Hotline at 262-424-4457 or e-mail Lynn at lynnggich@gmail.com

*All vehicle owners will be required to sign a release, waiver, and indemnification form prior to the parade. SEE REVERSE SIDE OF THIS APPLICATION.

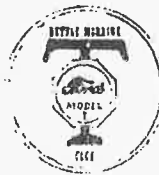
Please make checks payable to Kiwanis Club of Germantown
Return this form to:
Kiwanis Club of Germantown
July 4th Parade Committee
P.O. Box 531
Germantown, WI 53022



Kiwanis of
Germantown, WI

Parade entry deadline: June 1, 2015

OVER



Received 3-12-15 (146)
2.

KETTLE MORaine

Model T Ford & Vintage Car Club

Parade Chairperson

The **Kettle Moraine Model T & Vintage Car Club** would like to be in your parade and is anxious to make arrangements to attend it. To help us make definite plans, please fill out the questionnaire below and return to me by **MARCH 10, 2015**. Could you forward any of the day's activities along with the contract.

Please fill out the lower portion of this form and return in the enclosed envelope. Thank you

Return to

Judy Jaeger W2001 Sunset Dr. Campbellsport, WI 53010-2907

Name of Parade Kinsaid of Germantown

Are you interested in our participating? ☒ Yes ☐ No send contract back

Our fee for 2015 will be \$10.00 per car

Lynn,

this is in regards to the parade on July 4. When I did the contracts I made a mistake on the fee

charge instead of \$10.00 if should have been \$20.00. sorry for any inconvenience this has caused

please return your answer in the self addressed stamped envelope.

Thank you
Judy

Actual count
4 vehicles

3-11-15

2. \$20.00 per car for 2015.

4th of JULY

CELEBRATION



Saturday
July 4, 2015
Parade at Noon

PARADE APPLICATION

Name of Entry/Participant: Gorkich Stillwalkers

(Only your approved unit will be allowed in the parade. We reserve the right to reject any unit.)

Type of Unit: (check only one)

☐ Youth—No Fee

☐ Non-profit—No Fee

☐ Commercial—\$50 Fee (If rec'd by 04/1/15)

☐ Commercial—\$75 Fee (If rec'd after 4/1/15)

☒ Remuneration required—how much \$ 175

FREE WITH A \$300+
SPONSORSHIP DONATION!

PLEASE ALSO CONSIDER A SPONSORSHIP DONATION*

Sponsorship levels:

\$100 - \$299

\$300 - \$749

\$750 - \$999

\$1000 - \$4999

\$5000+

*Additional promotional benefits provided!
Visit: www.gtwnkiwanis.org for more
information

Details of Unit: (you must answer all)

2 Number of vehicles*

2 Number of people

— Staging length needed (in feet)

Do you have music? ☐ yes ☒ no

Description of Unit: 2 stillwalkers

Special Considerations: we are slower than the rest of the parade,
so if we can please start close to the front

Person Responsible for Your Unit: (print and fill out completely)

Name: Dan Gorkich

Address: 1811 E Main St #104

City State Zip: Waukesha WI 53186

Phone: Home — Work — Cell 414-795-4605

E-mail: daniel.gorkich@gmail.com

Signature: Daniel G. Gorkich Date 3/22/2015

If you have any questions, please call the 4th of July Hotline at 262-424-4457 or e-mail Lynn at lynnggich@gmail.com

*All vehicle owners will be required to sign a release, waiver, and indemnification form prior to the parade. SEE REVERSE SIDE OF THIS APPLICATION.

Please make checks payable to Kiwanis Club of Germantown

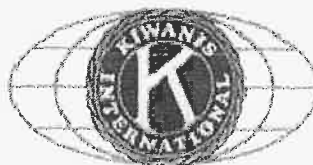
Return this form to:

Kiwanis Club of Germantown

July 4th Parade Committee

P.O. Box 531

Germantown, WI 53022



Kiwanis of
Germantown, WI

Parade entry deadline: June 1, 2015

OVER

GERMANTOWN TOURISM / BETTERMENT FUND
REQUEST FOR FUNDING
CALENDAR YEAR: 2015

RECEIVED
JUL 28 2015
OFFICE OF VILLAGE CLERK
VILLAGE OF GERMANTOWN

Funds may be requested by groups for Tourism Projects (projects or events that will bring visitors to the Village of Germantown).

1. Group Name: GERMANTOWN HISTORICAL SOCIETY
Address: P.O. BOX 31 Germantown, WI 53022
2. Responsible person's name: JEFF DHEIN Phone No: 262-689-0537
3. Amount requested: \$2500 -

MAXIMUM AMOUNT REQUESTED IS \$2500 PER REQUEST

4. Date by which funding is desired: 12.31.15

Please complete this form in its entirety. Also, please submit an estimate for the project for approval. Upon completion of the project, receipts submitted will be matched against the detail costs to verify the final expenditure. Note the guidelines for funding requests listed on the reverse side of this form.

Event or project description: (Please provide details regarding your event or project)

ANNUAL Oktoberfest at DHEINSVILLE Park

Goals of your event/project:

To raise awareness of functions of G.H.S.
To raise funds for procurement and display
of artifacts

Cost Details:

Advertising / brochures / flyers promoting
G.H.S. and tourism fund.

2nd or 3rd year applicants – please describe the results of the previous year's event/project:

Very successful event. At least 12 overnight
visitors. (Stayed in area hotels)

RECEIVED

JUL 31 2015

OFFICE OF VILLAGE CLERK
VILLAGE OF GERMANTOWN

GERMANTOWN TOURISM / BETTERMENT FUND
REQUEST FOR FUNDING
CALENDAR YEAR: 2015

Funds may be requested by groups for Tourism Projects (projects or events that will bring visitors to the Village of Germantown).

1. Group Name: American Legion Post No. 1
Address: N120 W15932 Freistadt Rd Germantown, WI 53022
2. Responsible person's name: Lisa Leider Phone No: 262-573-7902
3. Amount requested: \$2,500.00

MAXIMUM AMOUNT REQUESTED IS \$2500 PER REQUEST

4. Date by which funding is desired: Upon admission of the Moving Wall Contract

Please complete this form in its entirety. Also, please submit an estimate for the project for approval. Upon completion of the project, receipts submitted will be matched against the detail costs to verify the final expenditure. Note the guidelines for funding requests listed on the reverse side of this form.

Event or project description: (Please provide details regarding your event or project)

The Moving Wall – 1/2 size replica of the Veterans Vietnam Memorial Wall. It will come to town beginning
9/1/16 and concluding on 9/5/16. It is estimated to bring in between 10,000 - 30,000 visitors. It will be
available 24/7 while it's in town.

Goals of your event/project:

Healing for Veterans everywhere. People get an opportunity to see The Moving Wall that may never get the
chance to make it to the actual wall in D.C.

Cost Details:

TMW display cost is \$5,000.00. Half of the deposit of \$2,500.00 is needed to secure our date.

2nd or 3rd year applicants – please describe the results of the previous year's event/project:

AGREEMENT

This AGREEMENT is entered into on the date signed by the last of the parties as indicated below, by and between AMERICAN LEGION POST 1 (hereinafter, the SPONSOR), located at GERMANTOWN, WISCONSIN and Vietnam Combat Veterans, Ltd. (hereinafter, the VETERANS), located at White Pine, Michigan.

WITNESSETH

WHEREAS, the VETERANS have the right to display the 1/2-scale replica of the Vietnam Veterans Memorial known as The Moving Wall (hereinafter, the MEMORIAL) in various cities throughout the continental United States, its Territories and Possessions, or in sub-divisions thereof, or in any foreign country expressing a desire to display the MEMORIAL; and

WHEREAS, the SPONSOR has expressed a desire and has made application to display the MEMORIAL in GERMANTOWN, WISCONSIN;

NOW, THEREFORE, the VETERANS and the SPONSOR hereby agree as follows:

1. The Parties agree that *The Moving Wall Vietnam Veterans Memorial Sponsors' Handbook* (hereinafter, the HANDBOOK) is made part of this agreement as though fully set forth herein.
2. The SPONSOR agrees to display the MEMORIAL for a period of FIVE (5) days, beginning on 9/1/16 and concluding on 9/5/16 under the following conditions:
 - a. To provide an area measuring 220ft X 65ft, the minimum area for the MEMORIAL structure. This does not include area needed for ceremonies or for persons visiting the MEMORIAL.
 - b. To build and have a level base, as outlined and explained in the HANDBOOK, in place prior to the MEMORIAL's arrival and assembly.
 - c. To provide volunteers to assist in assembling and disassembling the MEMORIAL at the display site. Assembly will be on the day of the first day of display as noted above; disassembly will be on the last day of display as noted above. A minimum of ten (10) volunteers is needed. More are encouraged to help.
 - d. To provide as many volunteers as necessary to assist those viewing the MEMORIAL in locating names for a 24 hour period each day of the display.

- c. To provide adequate security of the MEMORIAL display in the form of on-site security personnel or by providing the volunteers with a means of communications with local law enforcement and first-aid personnel. Security must be provided from the time the MEMORIAL is erected until it is disassembled on the last day.

3. The VETERANS agree to support the MEMORIAL display under the following terms:

- a. By providing personnel to accompany the MEMORIAL who will direct and assist volunteers in the assembly and disassembly of the MEMORIAL at the display site.
- b. By providing two (2) copies of the Vietnam Veterans Memorial Directory of Names to use at the display site for the entire duration of display.
- c. By providing assistance to volunteers in answering questions about the MEMORIAL.
- d. By maintaining the general appearance of the MEMORIAL throughout the display period.
- e. By keeping an accurate account of the donation box provided by the VETERANS for any and all contributions people may wish to make towards the continued upkeep and maintenance of the MEMORIAL and of articles left at the MEMORIAL by the public.

4. In consideration for the MEMORIAL display the SPONSOR hereby agrees to the following:

- a. To pay the VETERANS the sum of \$5,000.00 for a display period of FIVE (5) days.
- b. To provide one (1) non-smoking hotel suite consisting of sleeping room with a king bed, and a living room with refrigerator, microwave, table, desk, and couch for SIX (6) nights beginning 8/31/16 and checking out on 9/6/16.
- c. Disassembly of the MEMORIAL will be on 9/5/16 and will begin not later than 4:00 PM.
- d. The SPONSOR agrees to neither solicit nor seek contributions for any reason, nor to sell any items, at or within 100 yards of the MEMORIAL site.
- e. The SPONSOR further agrees to donate to the VETERANS any funds raised through donations that are over and above the necessary expenses to host the MEMORIAL. The SPONSOR agrees that no funds are to be used for any projects not directly related to the display of the MEMORIAL.

5. Hold Harmless Provisions

- a. The VETERANS agree to indemnify, defend and hold harmless the SPONSOR, its directors, officers, employees, agents, and contributors from any loss, injury or damage to the MEMORIAL or to the VETERANS' representative arising out of or in connection with the display of said MEMORIAL.
 - b. The SPONSOR agrees to hold harmless the VETERANS, its directors, officers, employees, agents, members and contributors from any loss, injury or damages arising from any circumstances which would prevent the display of said MEMORIAL as stated elsewhere in this agreement.
6. It is understood by both parties to this agreement that any and all items (i.e., letters, notes, medals, photos, poems, etc.) left at the MEMORIAL by persons viewing the MEMORIAL are not souvenirs of the MEMORIAL display.
- a. All items, except live flowers and plants, will be boxed and marked prior to disassembly of the MEMORIAL, and will be shipped by the SPONSOR to the VETERANS office in White Pine, Michigan.

IN WITNESS WHEREOF, each party hereto, by their signature, have executed this agreement on the date indicated by each name, and by both parties as a binding contract, on the latter of the two dates.

DATE: 27 July 2015 AMERICAN LEGION POST 1
By: James Heiman
Title: Co-Chairman
Lisa Beider
Co-Chairman

DATE: _____ Vietnam Combat Veterans, Ltd.
By: _____
Title: Chairman, Memorial Fund
P.O. Box 715
White Pine, Michigan 49971

TOURISM/COMMUNITY BETTERMENT COMMITTEE

Meeting Minutes for 11/10/14

I. Meeting Called to Order:

6:00pm by Al Vanderheiden, Chairman of the Tourism/Community Betterment Committee

II. Members Present:

All members present except Bergeron

- **Minutes:** The minutes of the 10/27/14 meeting were approved removing the second bulleted item under The Moving Wall discussion regarding "estimated amount needed...", on a motion by Ciurro; second by Adair; and motion carried.
Corrected minutes following.

- **New Business:**

- A. Request for Funds:**

- 1. American Legion Post No. 1, \$2,500** presented by Al Vanderheiden representing the Post.

- Al has visited The Moving Wall when it was in Port Washington; it was a very worthwhile exhibit. Attracted many visitors.

Rogers made a motion to make an exception and approve the advancement of \$2,500 upon receipt of the contract by the American Legion Post No. 1 to display TMW in Germantown; Ciurro seconded; Vanderheiden abstained; motion carried.

- B. Discussion and possible Action on Policies**

- Request for Funding application with suggested changes to be submitted at a future time in order to accommodate getting minutes to Clerk's office in a timely manner for The Moving Wall funding request.

Adjournment; the meeting was adjourned at 6:40pm by Chairperson Vanderheiden.
Respectfully Submitted By:
Lynn Grgich

Corrected minutes from 10/27/14:

TOURISM/COMMUNITY BETTERMENT COMMITTEE

Corrected Meeting Minutes for 10/27/14

I. Meeting Called to Order:

6:00pm by Al Vanderheiden, Chairman of the Tourism/Community Betterment Committee

II. Members Present:

All members present.

RECEIVED

GERMANTOWN TOURISM / BETTERMENT FUND
REQUEST FOR FUNDING
CALENDAR YEAR: 2015

AUG - 3 2015

OFFICE OF VILLAGE CLERK
VILLAGE OF GERMANTOWN

Funds may be requested by groups for Tourism Projects (projects or events that will bring visitors to the Village of Germantown).

1. Group Name: Germantown Area Chamber of Commerce
Address: PO Box 12, Germantown Germantown, WI 53022
2. Responsible person's name: Lynn Grgich Phone No: 262-255-1812
3. Amount requested: \$1,000-

MAXIMUM AMOUNT REQUESTED IS \$2500 PER REQUEST

4. Date by which funding is desired: Nov. 30, 2015

Please complete this form in its entirety. Also, please submit an estimate for the project for approval. Upon completion of the project, receipts submitted will be matched against the detail costs to verify the final expenditure. Note the guidelines for funding requests listed on the reverse side of this form.

Event or project description: (Please provide details regarding your event or project)

The 5k Candy Cane Run/Walk is an event that was added to the day the Christmas parade and tree lighting ceremony was being held to give families a whole day to gather with family and friends and build community. This event also was introduced as a fundraiser for the Germantown Chamber of Commerce. All ages are welcome, strollers, dogs on leash, too.

Goals of your event/project:

Provide a gathering and activity for residents, youth, visitors and generate revenue for the chamber.

Cost Details: see previous years

This specific request is for the cost of securing the services of Absolute Race Timing up to the minimum fee, \$1,000.00. This service goes beyond timing the race, to include helping to market an event to other similar events, bringing in participants from outside Germantown

^{2nd or 3rd} year applicants – please describe the results of the previous year's event/project:

The 5k Candy Cane Run/Walk participation is weather dependent. Here are our registrations history:

2014: 155, 2013: 194, 2012: 187, 2011: 126, 2010: 55

In 2014, 38% of total registrations were from outside Germantown. In 2013, 35% were visitors.

5/18/2015

2014 Christmas Festival
Income Expense Report

5k RUN/WALK INCOME/EXPENSE	2014	2013	2012	2011
INCOME				
Sponsorship	1500	1000	1,000	
Start Up cash	100	100	100	
Registrations Chamber	1995	2890	2935	
Registrations Park & Rec	360	410	240	
Purchase of extra t-shirts	110	10	136.5	
Total Income	4065	4410	4411.5	3205
EXPENSES				
Port-A-John	73.92	74		
signs: 2- Awards at 11:30	14.14	76		
supplies		8	40.38	
runner numbers		Michelle		
9000 tri-fold registration forms: print+insertion	595	56	49.63	
200 more tri-fold registration forms		33		
Ad in tabloid	385	235	235	
Park & Rec fee for cc processing	7.2	8.2	48	
Permit	15	15	15	
Start-Up cash	100	100	100	
t-shirts	1181.79	623.15	987.89	
2014 cost difference between white & red shirts	-304			
t-shirts; second run for day of race regis.				
Awards Chart	28.52	608.76	400	
medals expand age categories in 2013	177.41	n/a	6.65	
Total Expenses	2333.98	2019.11	1958.58	1172.29
NET REVENUE/(LOSS)	1731.02	2390.89	2452.92	2032.71
In-kind donations				
Latitudes donated hot choco; 10 gallons				

1972.59
6067.5
510

Entry Form *continued*

REQUIRED: Each Entrant should complete a form with waiver signed. Feel free to photocopy this form.

Waiver: By signing this form, I hereby release the Germantown Area Chamber of Commerce, the Village of Germantown, Washington County, all volunteers, sponsors and employees of the above organizations from all claims and demands for injuries, claims and lost, damaged or stolen property that I may suffer as a result of my participating, or that of my child participating, in this event.

*I give my full permission for the use of my name and photograph in this event.

*I also give my full permission for such first aid as deemed necessary to be provided to me or my child on the premises or prior to transport to a hospital for further treatment.

By signing below, I acknowledge that I have read and fully understand my own liability and accept these restrictions.

X

Entrant Signature (Parent or Guardian if under 18)

Print Name

Date

If you want your race time tracked and/or considered for an award, AGE and GENDER MUST BE COMPLETED. Otherwise this information is not required.

AGE: _____

GENDER: F M

Address— street

City, State, Zip Code

Phone Number

E-Mail Address

RETURN THIS END PANEL, BOTH SIDES COMPLETED AND SIGNED WITH PAYMENT.



W156 N11251 Pilgrim Road
P. O. Box 12
Germantown, WI 53022



5k Candy Cane Run/Walk

5th Annual 5k Candy Cane Run/Walk

Sponsored by

Edward Jones
MAKING SENSE OF INVESTING



Saturday
November 15, 2014
9:00am Registration
10:00am Race

Taking you through the
quiet streets of
Germantown
Neighborhoods

Event

5th Annual

5k Candy Cane Run/Walk

*Held in conjunction with the
Germantown Christmas Parade*

This family run/walk has been added to grow community involvement and bring visitors into the community. Dogs on leash are welcome!

Date: Saturday, November 15, 2014

Time: Registration 9:00am

Race 10:00am

Place: Registration at

Germantown Community Library
N112 W16957 Mequon Road

Awards will be handed out at the library at approximately 11:45am.

All proceeds from the run/walk will benefit the Germantown Chamber of Commerce.

Please join us for the

- Christmas Parade: 2:00pm
- Festivities at Germantown Community Library 2:30pm-4:30pm featuring refreshments, basket sale, free carriage rides, visits with Santa after parade
- AND Tree Lighting Ceremony at 4:00pm



Route

Germantown Neighborhoods

The run/walk route will wind through neighborhoods south of Mequon Road.

The 5k Candy Cane Run/Walk start and finish are located in the

Visitor parking lot of the Germantown Police Department at the southwest corner of Mequon Road & Western Avenue

For a map of the run route and to print out a registration form, visit the Germantown Chamber website at:

www.germantownchamber.org
Events/Community Events/November

Event to be held

Rain or Shine or SNOW!

No refunds will be given in the event of cancellation due to an emergency situation.



To Register

- Online at Park&Rec # 376218-01 www.gtownrec.com
- Or mail the end panel of this registration form with your check payable to: Germantown Chamber of Commerce
P. O. Box 12, Germantown, WI 53022

Entry Form continued on back

Special Student Pricing

Students age 17 and under

_____ \$10/student, includes a t-shirt if registered by 11/05/14

_____ \$5/student, NO t-shirt

All students must be accompanied by an adult and have a waiver signed by parent or guardian.

Early-registration; before 11/05/14: Individuals

_____ \$20/individual, t-shirt included

Families/Group/Corporate Teams

TEAM NAME: _____

_____ \$15/individual for groups of 3 or

more, t-shirt included, tots in strollers Free!

Families can decide whether the group rate or a combination of Individuals and the Special Student Pricing is more cost effective.

Check T-Shirt Sizes

Adult

S _____; M _____; L _____; XL _____;

XXL _____

Child

S _____; M _____; L _____

*** *** *** *** *** *** ***

After 11/05/14 and day of race:

A limited supply of t-shirts will be available

_____ \$25/individual

Families/Group/Corporate Teams

TEAM NAME: _____

_____ \$20/individual for groups of 3 or more



PROPOSAL

Lynn Grgich
executivedirector@germantownchamber.org
262.255.1812

27 July 2015

Dear Ms. Grgich,

First of all, we thank you for the opportunity for Absolute Race Timing to earn your business. We look forward to working with you to make this a successful event. Do not hesitate to contact us for any questions you may have.

This proposal states specific services that Absolute Race Timing will provide.

Event Name: 5K Candy Cane Run/Walk
Event Date: Saturday, 14 November 2015
Event Location: Germantown, Wisconsin
Event Type(s): 5K Run
Timing Points: Gun Start, Chip Finish
Estimated Participants: 500

Absolute Race Timing will:

- Provide guidance as necessary regarding race timing logistics.
- Offer customizable online registration.
- Place timing chips on bibs and deliver bibs to the race director.
- Arrive before the event to finalize timing logistics and walk through.
- Provide and set up timing systems and associated equipment to include a distinguishable start/finish line.
- Provide staffing to run the timing system during the race.
- Provide timing for the duration of one hour or last participant, whichever comes first.
- Supply a backup timing system.
- Provide announcer tablet with race participant information.*
- Provide a race clock at the finish line.
- Provide a video camera system for timing discrepancies.
- Provide printed results at the completion of the race.
- Provide searchable results on our website.
- Provide two results kiosks.*
- Provide one scrolling results display.*

* During inclement weather all electronics will be setup at the discretion of Absolute Race Timing

5K Candy Cane Run/Walk race director will:

- Provide 2 volunteers to work with Absolute Race Timing.
- Provide us a clear view of the finish line.



PROPOSAL

5K Candy Cane Run/Walk race director will (cont):

- ✓ Obtain all necessary permits which may be required.
- ✓ Provide electronic spreadsheet for all registered racers 48 hours before the start of event.
- ✓ Ensure our vehicles can park within a reasonable distance of the timing points to facilitate set up and tear down.
- ✓ Ensure we have a minimum of one hour to tear down and pack our equipment following the race.
- ✓ Provide proof of insurance and certificate naming Absolute Race Timing as additional insured.
- ✓ Provide Absolute Race Timing with an ample number of bibs 14 days prior to race day.

Fees for services rendered:

- \$3.50 per race registrant (\$1000 Minimum Fee)

Payment:

We will hold your date open for 15 days from the date of this proposal. All fees are based on registrants and not finishers. Once we receive your intent to use our services, we will send you an invoice for a non-refundable deposit of \$500. That, along with this signed contract, must be received within 7 days of your notification of intent to use our services. All credit card payments will have an additional 3% fee. In the event of a cancellation within 14 days of the event date, promoter will be responsible for the minimum fee of \$1000. If the event is rescheduled and Absolute Race Timing, LLC is available to time the event, the minimum fee will remain for the rescheduled date. The remainder of the fees will be invoiced DUE ON RECEIPT.

Insurance and Indemnity:

You represent that you will have in place a policy of liability insurance with a liability limit of no less than one million dollars (\$1,000,000) for the conduct of the race, and will provide a certificate naming Absolute Race Timing, LLC as additional insured. Absolute Race Timing, LLC is relieved of its obligations under this Agreement if an additional insured certificate is not provided before the race and the insurance described herein is not obtained by you. You shall defend, indemnify, and hold harmless Absolute Race Timing, LLC and its suppliers, licensors, successors, affiliates, agents, employees, executives, and assigns "Absolute Race Timing, LLC's Indemnified Parties" from any claims, damages, injuries, losses, or expenses (including without limitation attorney fees and costs) incurred in connection with any and all damages, losses, injuries, claims, suits, judgments, or causes of action asserted against Absolute Race Timing, LLC Indemnified Parties by third parties, your customers, suppliers, agents, employees, volunteers, or race participants related to this event.



PROPOSAL

Disclaimer of Warranty:

Chip timing of race participants is not an exact science. While we will do everything possible to provide accurate and reliable timing services, there are a number of issues that can occur outside of our control that could impact the number of participants who receive timing results. Thus, you expressly acknowledge and agree that use of its services is at your sole risk and that the entire risk as to satisfactory quality, performance, accuracy and effort is with you. To the maximum extent permitted by applicable law, Absolute Race Timing, LLC's services are provided "as is", with all faults and without warranty of any kind, and hereby disclaims all warranties and conditions with respect to the services, either express, implied or statutory, including, but not limited to, the implied warranties and/or conditions of merchantability, of satisfactory quality, of fitness for a particular purpose, of accuracy, or of enjoyment. No oral or written information or advice given by Absolute Race Timing, LLC or its representative shall create a warranty. You fully acknowledge the services may not result in reading all timing chips. In addition, while not likely, the system could fail at any time and you agree to accept all responsibility and liability in the event that timing information is not gathered, is lost, or is inaccurately reported.

Limitation of Liability:

To the fullest extent permissible by law, in no event shall Absolute Race Timing, LLC be liable for personal injury, or any incidental, special, indirect or consequential damages whatsoever, including, without limitation, damages for loss of profits, corruption or loss of data, business interruption or any other commercial damages or losses, arising out of or related to your use or inability to use our services, however caused, regardless of the theory of liability (contract, tort or otherwise) and even if Absolute Race Timing, LLC has been advised of the possibility of such damages. In no event shall Absolute Race Timing, LLC's total liability to you for all damages exceed the amount of one-hundred dollars (\$100.00). The foregoing limitations will apply even if the above stated remedy fails of its essential purpose.

Pricing and Availability are subject to change until this agreement is signed and payment is received.

Miscellaneous:

This Agreement, and the attachments thereto, constitutes the full and final agreement among the parties hereto with respect to the subject matter hereof, and this Agreement may not be modified or amended except by a written instrument signed by each of the parties. In the event any term of this Agreement is found by any court to be void or otherwise unenforceable, the remainder of this Agreement shall remain valid and enforceable as though such term were absent upon the date of its execution. The parties understand that the headings contained within this Agreement are included for purposes of convenience only and shall not in any manner limit or define any of the rights, responsibilities, duties or liabilities of any party, and shall not affect the construction or



PROPOSAL

Miscellaneous (cont):

interpretation of any other provision of this Agreement. This Agreement may be signed in counterparts but shall not be effective until a counterpart copy is signed by all parties. All such counterparts shall constitute one and the same instrument. Each party represents and warrants that the party has taken all necessary steps to authorize the party to enter and be bound by this Agreement and that the person executing this Agreement on behalf of a party has authority to do so.

This Agreement must be accepted no later than August 12, 2015, at which time Absolute Race Timing, LLC withdraws its offer and will no longer hold the date for your event.

To accept this estimate and book our service your 2015 event, sign here and return:

Lynn Grgich, 5K Candy Cane Run/Walk Race Director

Date

Dirk Brandt, Absolute Race Timing, LLC

Date