

VILLAGE OF GERMANTOWN
N112 W17001 MEQUON ROAD
GERMANTOWN, WI 53022

MEETING: **GERMANTOWN TOURISM COMMISSION**

DATE AND TIME: **MONDAY, May 10, 2021 5:30 p.m.**

LOCATION: **Germantown Village Hall
N112 W17001 Mequon Road
Conference Room A**

NOTICE: Pursuant to the current recommendation of the Centers for Disease Control and Prevention limiting the size of public gatherings, capacity within the Conference Room will be limited. Citizens not wishing to attend the meeting personally may submit any public comments by sending an email to comments@village.germantown.wi.us by 4 p.m. on the day of the meeting so that it can be provided to the members of the body for their consideration.

I. CALL TO ORDER: *This meeting has been given public notice in accordance with Section 19.83 and 19.84, Wis. Stats, in such form that will apprise the general public and news media of subject matter that is intended for consideration and action.*

II. ROLL CALL: Wolter, Miller, Kreklow, Grgich.

III. ELECTION OF OFFICERS.

IV. CITIZEN INPUT/PUBLIC APPEARANCE:

Please be advised per §19.84(2), information will be received from the public. It is the policy of this municipality that there be a three (3) minute time period, per person, with time extension per the Chief Presiding Officer's discretion; be further advised that there may be limited discussion on the information received, however, no action will be taken under public comments. (15 minutes)

V. ACCEPTANCE OF MINUTES: March 23, 2020 and April 13, 2021 Meetings.

IV. OLD BUSINESS:

A. None.

VII. NEW BUSINESS:

A. Request for Funds, Kiwanis of Germantown, 4th of July Festival/Parade.

VIII. 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.

MEETING MINUTES FOR MONDAY, MARCH 23, 2020

- I. CALL TO ORDER
 - a. The meeting was called to order at 5:36pm by Chairperson Rick Miller.
- II. ROLL CALL
 - a. Present: Miller, Kreklow, Grgich
 - b. Hughes will be late
- III. CITIZEN INPUT/PUBLIC APPEARANCE
 - a. No one present and nothing was received at Village Hall
- IV. APPROVAL OF MINUTES
 - a. Kreklow moved to approve the minutes of the February 25, 2020 meeting as presented; seconded by Grgich. Motion carried unanimously.
- V. OLD BUSINESS
 - a. None
- VI. NEW BUSINESS
 - a. Request for Funds from Mai Fest, Deutschstadt Heritage Foundation; no one present representing Mai Fest.
 - i. Amount requested \$19,665
 - ii. Question about how this compared to 2019, it was thought last year's was around \$7,600 (Note: in actuality it was \$6,715)
 - iii. Some of the items requested to be covered in the request that weren't included previously was the tent (\$7,630) and generators and fuel (\$250)
 - iv. All other items listed seem well documented and pertain to promotion of this event.
 - v. Concern about the unknown and how the coronavirus pandemic may prevent this event from even being held.
 - vi. Better to table approval for now recognizing this committee can meet to provide a quick response if indeed Mai Fest is held.Kreklow moved to table this item to a future meeting for consideration; Grgich seconded. Motion carried unanimously.
 - b. Local Business Assistance
 - i. Wanted to start the conversation about how to bring more awareness about availability of these funds especially when the nation is past the coronavirus pandemic.
 - ii. What can be done to help boost the recovery in tourism.
 - c. Forms and processes for requests
 - i. An updated Request for Funding Form was presented and reviewed.
 - ii. It will be available on the Village website and can also be distributed at the Chamber, etc...Kreklow moved to approve the updated tourism request for funds form; Grgich seconded. Motion carried unanimously.
 - d. Review of financial report
 - i. We reviewed the report provided by the Village for Hotel/Motel Room tax
- VII. ADJOURNMENT
 - a. Meeting adjourned at 5:53pm

Respectfully submitted by,

Lynn Grgich, Secretary

MEETING MINUTES FOR TUESDAY, APRIL 13, 2021

- I. CALL TO ORDER
 - a. The meeting was called to order at 5:04pm by Chairperson Rick Miller.
- II. ROLL CALL
 - a. Present: Miller, Pieper, Grgich
 - b. Absent: Kreklow
- III. ELECTION OF OFFICERS
 - a. This meeting will continue with officers from past year and elections will take place after the President's appointments have been made for 2021.
- IV. CITIZEN INPUT/PUBLIC APPEARANCE
 - a. No one present and nothing was received at Village Hall
- V. APPROVAL OF MINUTES
 - a. Minutes of the March 23, 2020 meeting were not available. They will be approved with these minutes at the next meeting.
- VI. OLD BUSINESS
 - a. None
- VII. NEW BUSINESS

Request for Funds from Stix Golf to host an Honor Fight Virtual Golf Fundraiser and Parking Lot Party in the amount of \$1,574.02 presented by Ryan & Dan Hughes.

- a. The amount requested is being dropped to \$739.02 as the portajohns/sanitizer vendor is donating \$835 of that cost.
- b. This event is a fundraiser for Veterans of War to be able to visit their respective war memorials in Washington D.C. while also being honored.
- c. Stix Golf is teaming up with Stars and Stripes Honor Flight, Inc.
- d. The goal is to raise \$15,000.
- e. The virtual golf tournament is going on now at Stix Golf over the next two months.
- f. The June 6th parking lot party is to honor veterans with ceremony, award presentations, demonstrations, food trucks, live music, beverages, and fun. Anticipated attendance: 200.
- g. While many donations have already been received in the form of in-kind for parking lot use, radio advertising, PA system, traffic cones, maintenance/garbage removal, and hopefully tents, donations will still be accepted from local businesses and residents.
- h. This request is to cover the event insurance premium (\$195), Village temporary use permit fee (\$210), portajohns balance (\$65), and marketing materials (\$269.02).
- i. After a quick review of the Municipal Code covering Tourism, it was felt this request qualified for funding. However, this should be reviewed by the Village attorney to confirm it is appropriate based on recent changes.

Pieper moved to approve \$739.02 to Stix Golf for the Honor Flight Virtual Golf Fundraiser for costs as itemized. Grgich seconded.

Discussion: One question about the Public Grant request to the Village to for the temporary permit fee was also included in this request. Rick Miller explained the temporary use permit fee cannot be covered by the Public Grant, was denied by the Village Board and suggested to be run through the Tourism Fund.

A vote was taken; 3 Ayes; 0 Nays; Motion carried.

- VIII. ADJOURNMENT
 - a. Meeting adjourned at 5:14pm

Respectfully submitted by, Lynn Grgich, Secretary

GERMANTOWN TOURISM COMMISSION

REQUEST FOR FUNDING CALENDAR YEAR 2021

Funds may be requested by groups for events or projects that will bring visitors to the Village of Germantown

1. Event Name 4th of July Festival
Group Name Kiwanis of Germantown
Address PO Box 531 Germantown, WI 53022
Telephone Number & Email 847-722-3791 jkerpan@yahoo.com
2. Responsible persons name Joletta Kerpan, President
Telephone (if different from above) 847-722-3791
3. Amount requested \$2,583
4. Date by which funding is desired: 7/4/2021

Please complete the information requested on the back of this form regarding the project or event.

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.

- 1) All receipts must be received by the Village Clerk within 60 days of approval or the day of the event.
- 2) Upon approval, any advertising and projects must display: Sponsored in part by Village of Germantown Tourism Commission.
- 3) Plan for a representative from your organization to attend the Tourism Commission meeting when funds are requested. You will be notified by email of the date and time of the meeting.

**Please complete the following regarding your request from the
Tourism Commission:**

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

Fourth of July Festivities sponsored by Kiwanis includes the 4th of July Parade, Festivities including food, drink and music at Firemen's Park followed by fireworks in the Park. Kiwanis charges an entrance fee for parade but also pays for specialty parade acts and music. Food vendors in the park get charged a booth fee and also have to pay a % of gross profits. Kiwanis runs the beverage area, recruits parking help and pays for half the fireworks. Sponsorships are encouraged to help cover costs. We rely heavily on the village for support in putting on this large community event.

Goals of your event/project:

Every year we want to bring a fun and safe event keeping in mind our group's capabilities and financial obligations. The Kiwanis's goal is to provide this event without a strain on our group - both volunteer wise and financially. It is something we have to review annually.

Cost details:

General Communications Radio - 18 For \$450 / 24 For \$600 24gty preferred.

Port-a-johns - 20 portapotties, 3 hand cap toilets, 3 portable sinks = \$1,820

Lincoln Contractors - 2 tower lights for Park = \$163.00

2nd or 3rd year applicants - please describe the results of the previous years event/project:

TOURISM COMMISSION REQUEST



2880 Commerce Park Drive, Madison, WI 53719
Madison Milwaukee Eau Claire
P: 608-271-4848 P: 262-439-2000 P: 715-225-7604
F: 608-661-2935 F: 262-439-2009 F: 608-661-2935
www.gencomm.com

Account No: 2950

Ship To: Germantown Kiwanis
Attn: LYNN GRGICH
PO Box 531
Germantown, WI 53022

Notes

Subtotal	\$450.00
Freight	\$0.00
Sales Tax	\$25.20
Sales Order Total	\$475.20



GENERAL COMMUNICATIONS

your safety is our business

2880 Commerce Park Drive, Madison, WI 53719
Madison Milwaukee Eau Claire
P: 608-271-4848 P: 262-439-2000 P: 715-225-7604
F: 608-661-2935 F: 262-439-2009 F: 608-661-2935
www.gencomm.com

SALES QUOTE

Sales Quote No: 21871

Date: 4/29/21

Account No: 2950

Bill To: Germantown Kiwanis
Attn: ATTN: Germantown Chamber
W156 N11251 Pilgrim Rd., Lower Level
Germantown, WI 53022

Ship To: Germantown Kiwanis
Attn: LYNN GRGICH
PO Box 531
Germantown, WI 53022

Sales Person	P.O. Number	Ship Method	Payment Terms	Quote Expires On
Marty Bleck		Delivery	Visa/Master Card/Discover/American Expi	5/29/21

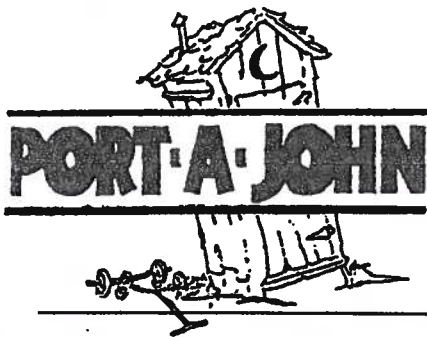
Notes

Rental Dates: 7/2-7/6
Delivery By Scott Lesniewski / Drop Off at Milw Location by Customer.
Channels: Local 1 & 2

Item No	Description	Quantity	UM	Price	Amount
RENTAL	TK-3360K Rental Radios	24.00	Each	\$25.00	\$600.00
RENTAL	6 Unit Rack Charger	4.00	Each	\$0.00	\$0.00
RENTAL	Speaker Microphone	24.00	Each	\$0.00	\$0.00
RENTAL	Spare Batteries	13.00	Each	\$0.00	\$0.00

Returns & exchanges are accepted within 30 days of purchase and require an RMA Number. Items must be in unused condition and in original packaging. Special order items are non-returnable and may not be canceled once shipped from vendor.

Subtotal	\$600.00
Freight	\$0.00
Sales Tax	\$33.60
Sales Order Total	\$633.60



P.O. Box 694
Germantown, WI 53022
(262) 253-1400
Fax (262) 253-0800

3/11/21

Returned 3-27
SALESPERSON:
DAVE SCHREINER

TO: KIWANI CLUB OF GERMANTOWN 4TH OF JULY
C/O LYNN GRGICH
PO BOX 531
GERMANTOWN, WI 53022

EVENT DATE(S) July 04, 2021
DELIVERY DATE July 2 OR 3, 2021
SERVICE DATE(S) NONE
PICKUP DATE July 5 OR 6, 2021

EVENT LOCATION: FIREMANS PARK & PARADE ROUTE
GERMANTOWN

REPRESENTATIVE: LYNN GRGICH @ CELL 262-347-9901

PORT-A-JOHN, INC. WILL PROVIDE DELIVERY, SET-UP AND PICKUP OF:

- 20 PORTABLE TOILET FACILITIES [0 MEN, 0 WOMEN, 0 NO LABEL]
- 3 PORTABLE HANDICAP TOILET FACILITIES
- 3 PORTABLE SINK(S) [TWO STATION]

SPECIAL ITEMS: 2 AT PARADE RT INCLUDED ABOVE-NO LABEL/ALL UNITS TO HAVE HAND SANITIZER

PORT-A-JOHN, INC. PROPOSES TO FURNISH ALL EQUIPMENT & LABOR IN ACCORDANCE WITH THE SPECIFICATIONS FOR THE SUM OF:
ONE THOUSAND EIGHT HUNDRED TWENTY AND NO/100 DOLLARS [\$1,820.00 DOLLARS]
PLUS ALL APPLICABLE TAXES & \$0.00 DELIVERY FEE

WE ARE TAX EXEMPT, OUR NUMBER IS _____

____ YES DO, _____ NO DO NOT, PROVIDE A CERTIFICATE OF INSURANCE.
[WE'LL HAVE OUR INSURANCE CARRIER PROVIDE A CERTIFICATE OF INSURANCE, UPON REQUEST.]



DAVE SCHREINER

ADDITIONAL COMMENTS

LEAVE EXTRA HAND TOWELS & TOILET PAPER. PARADE RT FRANCESE DR & PILGRIM AND MONTGOMERY DR & SYLVAN CIR. PLEASE PROVIDE MAP FOR PLACEMENT OF UNITS IF DIFFERENT THAN 2007

TERMS: PAYABLE WITHIN TEN [10] DAYS UPON COMPLETION OF EVENT.

ACCEPTANCE OF PROPOSAL: THE ABOVE PRICES, SPECIFICATIONS AND CONDITIONS ARE SATISFACTORY AND ARE HEREBY ACCEPTED. YOU ARE AUTHORIZED TO DO THE WORK AS SPECIFIED. PAYMENT WILL BE MADE AS OUTLINED ABOVE.

DATE OF ACCEPTANCE:

SIGNATURE:

***** PLEASE SIGN AND RETURN ONE (1) COPY TO PORT-A-JOHN, INC., THANK YOU *****

Thursday July 1
Plu
Monday-Tuesday
pricing the same

MILWAUKEE NORTH
7233 N. 51st Blvd.
Milwaukee, WI 53223
Phone: (414) 357-7111
Toll Free: (800) 533-7113
FAX: (414) 357-7695
www.shopLCSonline.com

Office 414-357-7111

nssrental@lcswi.com

TO: #09734 GERMANTOWN KIWANIS
PO BOX 531

Date: 6/26/2018

GERMANTOWN, WI 53022

Valid for: 15 Days

LYNN GREICH 262-347-9901

WE PROPOSE THE FOLLOWING EQUIPMENT SUBJECT TO CONDITIONS NOTED BELOW:

[illegible]

CONDITIONS: The prices and terms on this quotation are not subject to verbal changes or other agreements unless agreed in writing by The Home Office of the Seller. All quotations and agreements are contingent upon strikes, accidents, fires, availability of materials and all other causes beyond our control. Purchaser agrees to accept either overage or shortage, not in excess of ten percent to be charged for pro-rata. Purchaser assumes liability for patent and copyright infringement when goods are made to Purchaser's specifications. When quotation specifies material to be furnished by the Purchaser, ample allowance must be made for reasonable spoilage and material must be of suitable quality to facilitate efficient production. Conditions not specifically stated herein shall be governed by established trade customs. Terms inconsistent with those stated herein which may appear on Purchaser's formal order will not be binding on the Seller. All rental rates quoted are for an 8 hour work day, 40 hour work week and a 160 hour month. Additional hours will be charged at 1-1/2 times the quoted monthly rate for a two shift operation and at 2 times the quoted monthly rate for a 3 shift operation.

Final CC

TO CONFIRM ORDER, SIGN AND RETURN ACCEPTANCE COPY.

BY:

ORIGINAL QUOTATION

Jim O'Ryan, 4th of July
Festivities Coordinator
Kiwanis Club.