

MEETING: REGULAR MEETING OF THE TOURISM COMMISSION

DATE & TIME: Tuesday, October 22, 2024 at 5:00 PM

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

NOTICE: Citizens not wishing to attend the meeting personally or virtually may submit any public comments by sending an email to comments@germantownwi.gov 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.

AGENDA

- 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:**
- III. **APPROVAL OF MINUTES:**
 - A. July 8, 2024
- IV. **NEW BUSINESS:**
 - A. Request for funding by Germantown Parks and Recreation for Fourth of July Celebration
- 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)250-4745 at least 2 days prior to the meeting.

MEETING:	REGULAR MEETING OF THE TOURISM COMMISSION
DATE AND TIME:	Monday, July 8, 2024 6:00 PM
LOCATION:	Germantown Village Hall Conference Room A N112 W17001 Mequon Road

MINUTES

- 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.*

The Tourism Commission meeting was called to order by Trustee Rick Miller at 6:08 PM.

II. **ROLL CALL:**

Present: Member Joletta Kerpan, Administrator Steve Kreklow, Trustee Rick Miller, President Dean Wolter (arrived at 6:12 PM)

Also Present: Chief Deputy Clerk Kasie Miller, Park and Recreation Director Guilford Standridge, and Germantown Historical Society Representatives James and Sue Dix

Absent:

Excused:

III. **APPROVAL OF MINUTES:**

A. April 15, 2024

Motion: Approve as presented

Motioned By: Steve Kreklow

Seconded By: Rick Miller

Yes: Trustee Rick Miller, Member Joletta Kerpan, Administrator Steve Kreklow

No: None

Not Present: President Dean Wolter

Motion Passed by Voice Vote (Yes 3, No 0, Abstained 1)

IV. **NEW BUSINESS:**

A. Treasurer's Report

Administrator Kreklow presented the Treasurer's Report. Kreklow highlighted that the Room Tax dollars are first deposited in the General Fund account and the remaining go towards the Tourism account.

B. Request for Funding by Germantown Historical Society for 2024 Oktoberfest

James and Sue Dix of the Germantown Historical Society presented the need for funds for the 2024 Oktoberfest. They noted this will be their 30th year hosting the event, that this is their only fundraising event, and they have been approached by Experience Wisconsin magazine to feature an article on the event this fall.

Motion: To Present \$10,000.00 to the Germantown Historical Society for the 2024 Oktoberfest.

Motioned By: President Dean Wolter

Seconded By: Member Jolletta Kerpan

Yes: President Dean Wolter, Trustee Rick Miller, Member Jolletta Kerpan, Administrator Steve Kreklow

No: None

Abstain: None

Motion Passed by Voice Vote (Yes 4, No 0, Abstained 0)

C. Request for Funding by Germantown Parks and Recreation for 2024 Fourth of July Event

Park and Recreation Director Guilford Standridge presented the need for funds for the 2024 Fourth of July Event. Standridge explained the request in detail, noting the names of several balloon and face painters', signage purchases, and the bands hired. Standridge advised the Park and Recreation Department did not anticipate taking on the event, and their original budget was estimated to be about \$10,000.00. Administrator Kreklow advised that the fireworks portion would be paid out of funds from the Celebrate Germantown Account, a separate organization from the Village and its budget.

Motion: Approve \$7,914.43 request by Germantown Park and Recreation for the 2024 Fourth of July Event.

Motioned By: Administrator Steve Kreklow

Seconded By: President Dean Wolter

Yes: Dean Wolter, Rick Miller, Jolletta Kerpan, Steve Kreklow

No: None

Abstain: None

Motion Passed by Voice Vote (Yes 4, No 0, Abstained 0)

V. ADJOURNMENT:

Meeting was adjourned by Trustee Rick Miller at 6:33 PM.

DRAFT

GERMANTOWN TOURISM COMMISSION

REQUEST FOR FUNDING CALENDAR YEAR _____

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

1. Event Name _____
Group Name _____
Address _____
Telephone Number & Email _____
2. Responsible persons name _____
Telephone (if different from above) _____
3. Amount requested _____
4. Date by which funding is desired: _____

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)

Goals of your event/project:

Cost details:

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

GUIDELINES

- 1) Funds shall not be used for fund raising functions. However, they may be used in conjunction with funds raised by such functions for projects or improvements.
- 2) Funds shall be used for seasonal, permanent or long-lived improvements that benefit the Village.
- 3) Applicants must be a Germantown resident, civic organization or business.
- 4) Submit receipts to the Village Clerk within 60 days of approval or the day of the event for reimbursement.