



AGENDA
Village of Newburg
Community Events Committee
Thursday, July 10, 2025 – 5:30 P.M.

NOTICE IS HEREBY GIVEN that the next meeting of the Community Events Committee, Washington & Ozaukee Counties, Wisconsin is scheduled for Thursday, July 10, 2025, at 5:30 p.m. at Village Hall, 620 W. Main St.

- I. Call to order and roll call.
 - Michelle Sadowski, Chairperson
 - Trustee Brooke Stangel, Co-Chair
 - Trustee Jane Probelstil
 - Trustee Kohn
 - Clerk Brandy Loveland Seelow
 - Deputy Clerk Heather Wellman
 - Administrator Nate Wendelborn
 - President DeLuka
 - II. Correction and Approval of minutes from June 12, 2025 (possible action), minutes attached (1)
 - III. Presentations: None
 - IV. New Business
 - a. Chairperson – Michelle Sadowski, verbal update
 - V. Events
 - a. Fall Fest (2)
 - Any food trucks? I haven't found any yet.
 - How is the large sign for Fall Fest going?
 - Anything new on the craft fair booth idea?
 - Any other ideas / discussion?
 - b. Christmas in the Village (3)
 - Did we decide for sure that the parade will be on 12/7 at 5pm?
 - Any other ideas/discussion?
- Announcements – Next Community Events Committee Meeting is scheduled for August 10th, 2025, at 5:30PM

Brandy Loveland Seelow
Clerk / Treasurer

It is possible that individual members of other governmental bodies of the Village may attend the above meeting. Pursuant to State ex.rel. vs. Greendale Village Board, 173 West 20 533,494 NW 2nd 408 (1993), such attendance may be considered a meeting of the respective governmental body. This notice is given so that members of other governmental bodies of the village may attend the meeting without violating the open meeting law.

Person with disabilities requiring special accommodations for attendance at the meeting should contact the Village Hall at (262) 675-2160 at least one (1) day prior to the meeting.

AFFIDAVIT OF POSTING This agenda was posted in the office of the Village Clerk on the 4th day of June 2025.



MINUTES
Village of Newburg
Community Events Committee
Thursday, June 12, 2025 – 5:30 P.M.

NOTICE IS HEREBY GIVEN that the next meeting of the Community Events Committee, Washington & Ozaukee Counties, Wisconsin is scheduled for Thursday, June 12, 2025, at 5:30 p.m. at Village Hall, 620 W. Main St.

VI. Call to order and roll call.

- | | |
|----------------------------------|---------------------------------|
| - Michelle Sadowski, Chairperson | - Clerk Brandy Loveland Seelow |
| - VACANT , Co-Chair | - Deputy Clerk Heather Wellman |
| - Trustee Brooke Stangel | - Administrator Nate Wendelborn |

All members except Clerk Loveland, who was excused, were present including President DeLuka, and the meeting was called to order at 5:30pm.

VII. Correction and Approval of minutes from May 8, 2025 (possible action), minutes attached (1)

Minutes were verbally approved by the committee with no corrections.

VIII. Presentations:

IX. New Business

- a. Chairperson – Michelle Sadowski, verbal update

Nothing was presented from the Committee Chair.

X. Events

a. Fall Fest

- How is the bounce house donating or purchasing it going?
 - Administrator was able to purchase a bounce house for Village Events
- Does anyone have Pins and Balls for bowling instead of pumpkins?
 - The Village has pins for this, and Jane Probelski stated she has balls we can use.
- How is the wood/brush accumulation going? Do we need to send out another reminder?
 - DPW is collecting wood and brush, stated we should have plenty come the event.
- Any other ideas?
 - Trustee Stangel suggested having a large sign made for the event.
 - Caricatures, balloon animal maker, Food Trucks & Craft Show / Farmers Market. Possibly doing this event in conjunction with the Newburg Fire Dept, touch a Fire Truck.
- Jane Probelski noted that she spoke with the Amish Farm and will be able to get pumpkins for painting within our price range.
- Event Date: Fourth Saturday of October, which is October 25th this year. Fall Festival Activities 1:00pm – 3:00pm, Trick or Treat recommendation will be 4:00pm – 6:00pm, bonfire at 7:00pm – 10:00 pm

c. Christmas in the Village

- Date & Time
 - December 7th, Childrens Event noon – 2pm, Parade 5pm, Village Social Gathering following parade at Falkner Park.
- Superhero's Christmas Theme - When will that be released to the public.
- Childrens Event – nothing was definitively determined.
- Parade – Superhero Christmas Theme. Administrator Wendelborn will contact the High School bands and 2 others recommended by President DeLuka.
- Village Social Gathering and tree lighting at Falkner Park - – nothing was definitively determined.

- Large pine tree planted in Faulkner park - what is the status on when the tree will be planted?
 - Administrator Wendelborn reported that he contacted a landscaper about putting a 7ft tree in Falkner Park, the estimate is \$400. He is also working on running electric to the park for lighting.
- Any other ideas
 - St. John's Carolers
 - PA will also be at the event.
- Recap notes from last year:
 - Parade participation increased from last year and was well attended.
 - A Gmail account will be set up through the village for the Committee Chair and Village Employees to use for parade float sign up going forward.
 - Clerk Loveland set up and distributed to details to Deputy Clerk Wellman, Administrator Wendelborn and President DeLuka on June 10th.
 - More volunteers are needed next year to help with hot cocoa at Village Hall during tree lighting.
 - The tree lighting was discussed, and the plan is to have a large pine planted over at Falkner Park this summer to use for future tree lighting events.
- Announcements – Next Community Events Committee Meeting is scheduled for July 10th, 2025 at 5:30PM

Brandy Loveland Seelow
Clerk / Treasurer

It is possible that individual members of other governmental bodies of the Village may attend the above meeting. Pursuant to State ex.rel. vs. Greendale Village Board, 173 West 20 533,494 NW 2nd 408 (1993), such attendance may be considered a meeting of the respective governmental body. This notice is given so that members of other governmental bodies of the village may attend the meeting without violating the open meeting law.

Person with disabilities requiring special accommodations for attendance at the meeting should contact the Village Hall at (262) 675-2160 at least one (1) day prior to the meeting.

AFFIDAVIT OF POSTING This agenda was posted in the office of the Village Clerk on the 4th day of June 2025.



PROJECT NAME : FALL FEST

EVENT DATE : OCOTBER 25TH

TIMELINE

FALL FEST : 1:00 PM - 3:00 PM

TRICK OR TREAT: 4:00 PM -
6:00 PM - RECCOMENTATION

BONFIRE :
7:00 PM - 10:00 PM

ACTION ITEMS:

- ☒ PURCHASE BOUNCE HOUSE
- ☒ PUMPKIN BOWLING
- ☐ WOOD FOR BONFIRE
- ☐ PUMPKIN PAINTING
- ☐ SIGNAGE
- ☐ CARICATURES
- ☐ BALLOON ANIMAL MAKER
- ☐ FOOD TRUCKS
- ☐ CRAFT SHOW / FARMERS MARKET
- ☐ WITH THE NEWBURG FIRE DEPT,
TOUCH A FIRE TRUCK

ASSIGNED TO:

ADMINISTRATOR WENDELBORN

ADMIN WENDELBORN SAYS VILLAGE HAS PINS &
JANE PROBELSKI HAS BALL

ADMINISTRATOR WENDELBORN - DPW COLLECTING
JANE PROBELSKI ORDERING FROM AMISH FARMER
75 @ \$1.00 EACH

BUDGET: \$1000.00 + 825.17= \$1,825.17

- ☒ BOUNCE HOUSE = \$500.00
- ☐
- ☐
- ☐
- ☐
- ☐
- ☐

NOTES

VOLUNTEERS NEEDED



PROJECT NAME : CHRISTMAS IN THE VILLAGE

EVENT DATE : SUNDAY, DECEMBER
7TH, 2025

THEME

SUPERHERO'S CHRISTMAS

TIMELINE

CHILDRENS EVENT NOON – 2PM

PARADE 5PM

VILLAGE SOCIAL
GATHERING FOLLOWING
PARADE AT FALKNER PARK

CHILDRENS CHRISTMAS PARTY

☐☐☐☐

ASSIGNED TO:

PARADE

☐

CONTACT SCHOOLS FOR MARCHING BANDS

☐☐☐

ASSIGNED TO:

ADMINISTRATOR WENDELBORN

SOCIAL GATHERING @ FALKNER PARK

☐

7 FT TREE

☐

ELECTRICITY AT FALKNER PARK

☐

ST. JOHN'S CAROLERS

☐

ASSIGNED TO:

ADMINISTRATOR WENDELBORN

ADMINISTRATOR WENDELBORN

BUDGET: \$1000.00

☐☐☐☐

NOTES

VOLUNTEERS NEEDED

GMAIL ACCOUNT SET UP ON JUNE 6TH FOR GOOGLE FORM TO BE CREATED TO SIGN UP FOR
PARADE PARTICIPATION