



AGENDA
Village of Newburg
Community Events Committee
Thursday, February 12, 2026 – 5:30 P.M.

NOTICE IS HEREBY GIVEN that the next meeting of the Community Events Committee, Washington & Ozaukee Counties, Wisconsin is scheduled for February 12, 2026, at 5:30 p.m. at Village Hall, 620 W. Main St.

- I. Call to order and roll call.
 - *Trustee Brooke Stangel, Chairperson*
 - **VACANT**, *Co-Chair*
 - *Trustee Jane Probelski*
 - *President David DeLuka*
 - *Trustee Kevin Kohn*
 - *Clerk Heather Wellman*
 - *Administrator Nate Wendelborn*
- II. Correction and Approval of minutes from November 13, 2025 (possible action), minutes attached (1)
- III. Presentations: None
- IV. New Business
 - a. None.
- V. Events
 - a. Christmas in the Village (2) - RECAP
 - 1. Christmas in the Village will be utilizing the new check sheet to track progress and assign tasks. Please see this check sheet for all updates.
 - b. Easter Egg Hunt (3)
 - 1. Need to pick a date and time for the event.
 - 2. The Easter Egg Hunt will be utilizing the new check sheet to track progress and assign tasks. Please see this check sheet for all updates.

Announcements – Next Community Events Committee Meeting is scheduled for March 12, 2026, at 5:30PM

Nate Wendelborn
Administrator

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 9th day of February 2026.



MINUTES
Village of Newburg
Community Events Committee
Thursday, November 13, 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, November 13, 2025, at 5:30 p.m. at Village Hall, 620 W. Main St.

VI. Call to order and roll call.

- | | |
|---------------------------------------|---------------------------------|
| - Trustee Brooke Stangel, Chairperson | - Clerk Brandy Loveland Seelow |
| - VACANT , Co-Chair | - Deputy Clerk Heather Wellman |
| - Trustee Jane Probelski | - Trustee Kevin Kohn |
| - President David DeLuka | - Administrator Nate Wendelborn |

All members were present, except President DeLuka & Deputy Wellman, who were excused, and the meeting was called to order at 5:30pm.

VII. Correction and Approval of minutes from October 9, 2025 (possible action), minutes attached (1)

Minutes were verbally approved by the committee with no corrections.

VIII. Presentations: None

IX. New Business

- a. Discussion and possible action on Community Events Committee needs.
- b. It was discussed if the committee was needed any further since it has not drawn any community member involvement as it was initially designed to do. There were a handful of people at the beginning but now we are back to Trustees and Village staff. It was determined to keep the committee together at this time.

X. Events

a. Fall Fest (2) - RECAP

Fall Festival will be utilizing the new check sheet to track progress and assign tasks. Please see this check sheet for all updates.

The group discussed the Fall Festival and utilizing the new check sheet to track progress and assign tasks. Please see this check sheet for all updates.

Christmas in the Village (3)

Christmas in the Village will be utilizing the new check sheet to track progress and assign tasks. Please see this check sheet for all updates.

The group discussed the Christmas in the Village and utilizing the new check sheet to track progress and assign tasks. Please see this check sheet for all updates.

Announcements – Next Community Events Committee Meeting is scheduled for December 11th, 2025, at 5:30PM

Brandy Loveland Seelow
Clerk / Treasurer

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AFFIDAVIT OF POSTING This agenda was posted in the office of the Village Clerk on the 6th day of November 2025.



EVENT RECAP

PROJECT NAME : FALL FEST

EVENT DATE : OCTOBER 25TH

Setup Time: Noon

LOCATION OF EVENT: DOC WEBER PARK
6871 HICKORY, NEWBURG, WI

TIMELINE

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

TRICK OR TREAT: 4:00 PM - 6:00 PM - APPROVED BY BOT JULY 24TH

BONFIRE : 7:00 PM - 10:00 PM

ATTENDANCE:

Estimating 200 - Attendance was low this year

ACTION ITEMS:

ASSIGNED TO:

PURCHASE BOUNCE HOUSE

ADMINISTRATOR WENDELBORN

PUMPKIN BOWLING - **Discontinuing in 2026**

ADMIN WENDELBORN SAYS VILLAGE HAS PINS & TRUSTEE PROBELSKI HAS BALL

WOOD FOR BONFIRE - **Possibly Discontinuing in 2026**

ADMINISTRATOR WENDELBORN - DPW COLLECTING

PUMPKIN PAINTING

TRUSTEE PROBELSKI ORDERING FROM AMISH FARMER, 75 @ \$1.00 EACH. RIVEREDGE REACHED OUT TO ASSIST WITH FALL FEST, THE COMMITTEE WOULD LIKE THEM TO LEAD THIS ACTIVITY - ALINA FROM RIVEREDGE WAS IN ATTENDANCE AND WILL COORDINATE THE PUMPKIN PAINTING STATION. EMAIL REMINDER TO RIVEREDGE.

SIGNAGE - 4X8 YARD SIGN

TRUSTEE STANGEL - APPROX. \$200

CARICATURES

TRUSTEE STANGEL - WILL REACH OUT AND EXPLAIN THAT THE COMPANY IS WELCOME TO COME SET UP AND CHARGE FOR THOSE WHO WANT TO HAVE ONE MADE, NOT A VILLAGE SPONSORED ACTIVITY

BALLOON ANIMAL MAKER

TRUSTEE STANGEL - \$190 - \$230 PER HOUR

FOOD TRUCKS

TRUSTEE PROBELSKI - HAD QUESTIONS ABOUT TIME AND QUANTITY OF PEOPLE ATTENDING
TRUSTEE KOHN - COUSINS SUBS & CUPCAKE A-RHEE
ADMIN. WENDELBORN - SETUP LOCATION OF FOOD TRUCKS & TOUCH A TRUCK VEHICLES

CRAFT SHOW / FARMERS MARKET

IT WAS DECIDED THIS WILL BEGIN IN 2026 - CLERK LOVELAND

WITH THE NEWBURG FIRE DEPT, TOUCH A FIRE TRUCK

THE GROUP DISCUSSED HAVING DPW TRUCKS, FIRE TRUCKS AND POLICE. DPW WILL COORDINATE - ADMINISTRATOR WENDELBORN
EMAIL REMINDER TO NFD

FACE PAINTING

TRUSTEE KOHN - KEWAUSKUM HS STUDENTS WILL BE ABLE TO PROVIDE 7 STUDENTS FOR COMMUNITY SERVICE HOURS

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

\$1,825.17 - \$1,275.59 = \$549.58

SUPPLIES NEEDED FOR EVENT:

BOUNCE HOUSE = \$500.00 TABLE COVERING = \$13.19

PAINT BRUSHES 6 EXTRA TABLES

PUMPKINS = \$75.00 EQUIP. RENTAL = \$108.90

PAPER BOWLS CHAIRS

TEMP. TATTOOS & FACEPAINT = \$70.05

PLASTIC TABLE CLOTHS SIGNS

4X8 SIGN \$275.00 STATION SIGNAGE - \$26.27

TAPE TO HOLD TABLE CLOTHS - USE DUCT TAPE

BROOKE - PHOTOGRAPHER \$150.00

WIPES - CLEANING UP PAINT & FACE PAINTING STATION

PHOTO OP DECORATIONS - \$50.45

KIDS TATTOO STATION - WASHCLOTHES & BUCKETS OF WATER

NOTES

VOLUNTEERS NEEDED ✓

~~COSTUME CONTEST?~~

PARKING

POP UP TENTS ✓

CREATE LAYOUT OF DOC WEBER PARK AND MAP OUT WHAT WILL BE SETUP WHERE ✓

Updated November 27, 2025



PROJECT NAME : CHRISTMAS IN THE VILLAGE	EVENT DATE : SUNDAY, DECEMBER 7 TH , 2025
THEME	SUPERHERO'S CHRISTMAS
TIMELINE	CHILDREN'S EVENT NOON – 2PM PARADE 5PM VILLAGE SOCIAL GATHERING FOLLOWING PARADE AT FALKNER PARK

- CHILDRENS CHRISTMAS PARTY**
- RICE CRISPY TREAT PRESENT SNACKS
 - COLOR CONTEST - **Judged by Santa**
 - CRAFT
 - ACTIVITY

- PARADE**
- CONTACT SCHOOLS FOR MARCHING BANDS
 - DISTRIBUTE GOOGLE DOC AND PUBLISH TO FB
 - DISTRIBUTE TO LOCAL BUSINESSES FOR PARADE SIGN UP
 - PARADE ENTRIES

- SOCIAL GATHERING @ FALKNER PARK**
- 7 FT TREE
 - ELECTRICITY AT FALKNER PARK
 - ST. JOHN'S CAROLERS **CLERK LOVELAND** TO CONTACT PASTOR SCHASER - PASTOR SAID ST. JOHN'S WOULD BE DELIGHTED TO LEAD CHRISTMAS CAROLS
 - DECORATIONS FOR TUNNEL & PARK **ADMINISTRATOR WENDELBORN** - DPW (AT LEAST 6 ARTIFICIAL TREES & SEVERAL BINS OF LIGHTS DONATED)

BUDGET: \$1,500.00 + \$549.58 = \$2,049.58
\$2, 49.58 - \$1,528.65 = \$520.93

- HOT COCOA - BRANDY TO MAKE
- TREATS LEFTOVER FROM CHILDRENS EVENT & COOKIES FROM SPEAKEASY
- SANTA STEVE - APPROX \$100.00
- 6 FT TREE - \$350.00, PLANTED 8/12/25
- BROOKE - PHOTOGRAPHER \$150

NOTES

JUDGES - 3 TO 5 PEOPLE, POSSIBLY SPONSORS OF THE PARADE, ST. JOHN'S PRINCIPAL, RIVEREDGE
 GMAIL ACCOUNT SET UP ON JUNE 6TH FOR GOOGLE FORM TO BE CREATED TO SIGN UP FOR PARADE PARTICIPATION

2026 IDEA - HOUSE CHRISTMAS LIGHT CONTEST

- ASSIGNED TO:**
- CLERK LOVELAND**
-
- CHRISTMAS CARDS FOR FAMILY AND ASSISTED LIVING FACILITY
 RIVEREDGE

- ASSIGNED TO:**
- ADMINISTRATOR WENDELBORN**
CLERK LOVELAND & DEPUTY CLERK WELLMAN - THIS WAS UPLOADED TO FB & WEBPAGE - ADDED CASH PRIZE INFO TO FLYERS
-
- 4 ENTRIES AS OF 11/6/25 MEETING

- ASSIGNED TO:**
- ADMINISTRATOR WENDELBORN** - COST - \$325
ADMINISTRATOR WENDELBORN - IN PROGRESS
ADMINISTRATOR WENDELBORN TO CONTACT PASTOR SCHASER - PASTOR SAID ST. JOHN'S WOULD BE DELIGHTED TO LEAD CHRISTMAS CAROLS
ADMINISTRATOR WENDELBORN - DPW (AT LEAST 6 ARTIFICIAL TREES & SEVERAL BINS OF LIGHTS DONATED)

PRIZE MONEY FOR PARADE FLOAT WINNER - \$600

- SEND OUT SPONSOR LETTER & POST ON FB
- WALKWAY & TUNNEL DECORATIONS - \$78.65
- DONATIONS OF TREES & LIGHTS, PUT POST ON FB & WEBPAGE
- PHOTO OP/FLOAT DECORATIONS - \$250

Updated November 27, 2025

from Oriental Trading

A



2 1/2" Bulk 1000 Pc. Candy-Filled Plastic Easter Eggs

1000 Piece(s) #13701847

ON SALE **\$247.98**
32% OFF

★★★★☆ (9)

ADD TO CART

B



2 1/2" Bulk 1000 Pc. Toy-Filled Plastic Easter Eggs

1000 Piece(s) #13945133

ON SALE **\$199.98**
53% OFF

★★★★★ (10)

C



Bulk Value Egg Hunt Kit for 100 - 1208 Pieces with Bunny Ears and Goody Bags

1208 Piece(s) #13960665

KIT PRICE **\$295.98**
SAVE 68%

★★★★☆ (5)

Product Details



Host an epic Easter egg hunt for less! Save time and money with this helpful kit that includes everything needed for an Easter egg hunt with 100 participants. Eggs, goody bags and even bunny ears are included in this kit, making it easier than ever to get everything you need for your church egg hunt, community egg hunt or at-home hunt for 100 of your closest friends. (1208 pcs./unit)

Includes:

- 100 Plastic Easter goody bags (12 1/2" x 17")
- 1000 Plastic toy-filled eggs (2 1/2")
- 108 Paper bunny ears with an elastic band (5" x 6")

Size: Various

Quantity: 1208 Pieces

Material: Assorted Materials

• Assortments are subject to change at any time and may vary from picture shown. Substituted items will be similar in nature.

D



8 1/2" x 12" Bulk 50 Pc. Neon Plastic Goody Bags with Handles

50 Piece(s) #13760677

ON SALE **\$4.58**
38% OFF

★★★★★ (479)

E



12 1/2" x 17" Bulk 50 Pc. Large Happy Easter Plastic Goody Bags

50 Piece(s) #13758074

\$16.99

★★★★★ (8)

F



Colorful Easter Plastic Goody Bags - 50 Pc. for Treats and Favors

50 Piece(s) #13723570

\$16.99

★★★★☆ (10)