



STREET USE APPLICATION

Event: Moose Fest
 Sponsored by: Steve Krueger
 Responsible Person: Steve Krueger
 Address: 701 PARIS ST.
Menasha, WI
 Phone: 920-809-0636
 Email Address: Themoosehunt@yahoo.com

Street Use Date: MAY 6-9, 2011
 Start Time: SAT 8-7
SUN 9-5
 End Time: Fri + Thurs all day - set-up
Mon. All day - Tear-down
 Number of Units: _____

Street Route: (Attach Map) Broad Street Parking Lot, Marina Place
 Description of Use LOT, WATER STREET LOT.

Liability Insurance has been secured in the amount of \$ _____ with the City of Menasha named as the additional insured. This is primary insurance.

Insurance Company _____ Policy No. _____
 (Attached is a copy of the certificate of insurance).

Date: 9-2-10 Applicant's Signature: [Signature]

Permit Fee: Each application for a Street Use Permit shall be accompanied by a fee of Twenty-Five Dollars (\$25.00). Make checks payable to City of Menasha. See highlighted portion of the attached City of Menasha Municipal Code.

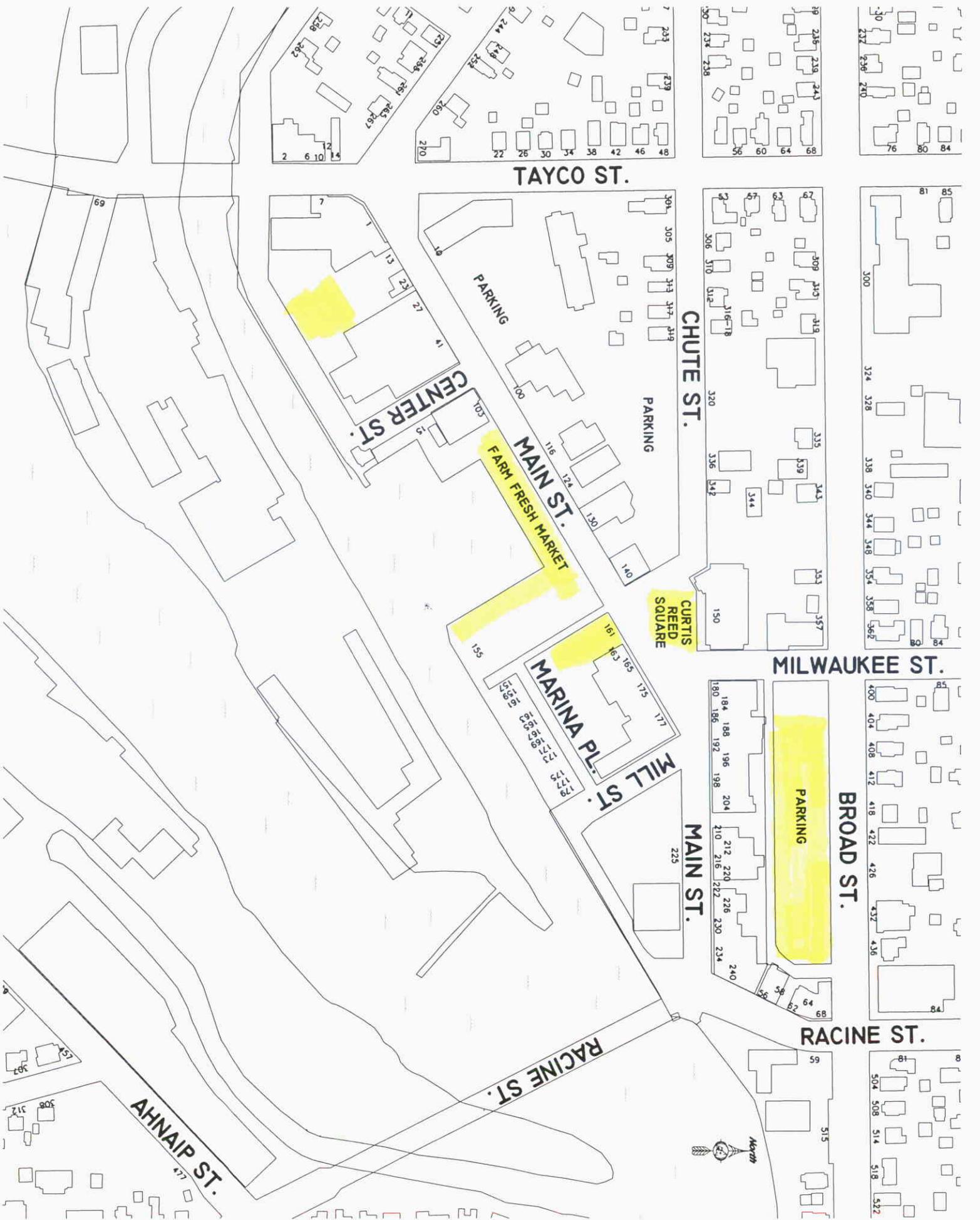
Note to events planning to use City Parks and/or greenspace: Any multi-day event or event which plans to sell beer and/or wine to the public must appear before the Parks and Recreation Board.

TO BE COMPLETED BY CITY STAFF (Revised May 2010)

Scheduled Park & Recreation Board Review Date: To Be Determined
 Not Required: _____ Approved: _____ Denied: _____

Scheduled Common Council Review Date: _____
 Approved: _____ Denied: _____

APPROVAL:
 Police Dept. _____ Fire Dept. _____ Public Works Dept. _____ City Attorney _____



TAYCO ST.

CHUTE ST.

MILWAUKEE ST.

BROAD ST.

RACINE ST.

CENTER ST.

PARKING

MAIN ST.

FARM FRESH MARKET

MARINA PL.

MILL ST.

MAIN ST.

RACINE ST.

AHNAIP ST.

CURTIS REED SQUARE

PARKING



Moose Fest 2011 Downtown Menasha May 7th and 8th

Attractions

Carnival – Calkins Midways will set up in city parking lot on Broad Street. Had meeting on August 11, 2010 with downtown businesses and addressed parking concerns. Florist wanted a few parking spots on her end for her Mother's Day customers and all other businesses in attendance had no concerns. All downtown businesses were invited by written invitation and given my phone numbers for questions. Carnival will start Friday night.

Hot Air Balloons – Four to six hot air balloonists will be coming and launching Saturday morning and evening, Sunday morning and doing a night burn Saturday night...all weather dependant. Prime spot would be in Faith parking lot but if that is not attainable use of Jefferson Park ball field will be needed.

Helicopter Rides – Complete Helicopters will be coming from Minnesota to give the public rides to view Menasha from the air. Use of parking lot behind Jitters is requested for helicopter use. Complete Helicopters has already flown over area and confirmed the area will work.

Pro-Fishermen – 15 pro fishermen will be at the marina to take any kid age 4 to 16 out on Lake Winnebago fishing at no cost to the kids or their families. The pros will be coming with their top of the line walleye tournament boats full equipped with all equipment including life jackets. All the kids need are the appropriate clothing for the weather conditions. The kids will also be able to drive the pro's boats out on the lake. They will be practicing catch and release.

Street Dance – There will be a street dance Friday and Saturday night within the carnival in Broad Street parking area.

Family I-Spy – There will be an all weekend I-Spy game for the family to enjoy downtown. Items will be hidden and the kids will be taking a map and labeling where they spot the items. Prizes will be given away.

Fishing Contest – We are organizing a fishing contest to take place along the boardwalk of downtown Menasha.

Vendors – As of today Moose Fest has 30 vendors signed on to be at the event and the goal is a total of 120 vendors (2010 Moose Fest in Montello acquired 93 vendors). They will be place in Curtis Reed Square, along the marina where the farmers market takes place, between the marina and apartment, and the top level of the city parking ramp.

PA System – A PA system would be placed downtown to play background music along with having announcements for the public. Speaker wires would need to be strung through the trees and light posts.

Website – The Moose Fest website is www.greatmoosefestival.com

Pamphlet – 3,000 eight page pamphlets will be printed with all information and supporting sponsors.

Beneficiary – Part of the profits will be going to The Children’s Hospital of Wisconsin.

Sponsors – Some of the sponsors that are helping with the promotion of Moose Fest include Digicorp, MidWest Outdoors, Great Lakes Angler and 12 other publications across the country.

Contact – My contact information is as follows:

Steve Krueger
(920) 809-0636
themoosehunt@yahoo.com
moosefestival@yahoo.com



PARK FACILITY RESERVATION FORM AND BEER PERMIT

(Important reservation information listed on the back of this form)

Menasha Parks & Recreation Department
140 Main Street
Menasha, WI 54952-3190

Questions? Call: 967-3640
8:00 AM - 4:00 PM Monday - Friday
Office Location: 2nd Floor, City Hall

Group Name or Sponsor of Event: Steve Krueger Date of Event: MAY 7+8, 2011
Event Coordinator: Steve Krueger Daytime Telephone: 920-809-0636
Address: 701 PARIS ST. MENASHA, WI 54952 Home Telephone: 920-720-0625
Time of Event: From 8AM to 7pm Group Size: Fees: (see attached page)

- Does your group qualify for resident rates? No Yes (City of Menasha, Neenah, Appleton & Town of Menasha residents only)
- Do you plan to consume beer or wine? No Yes (Fill out permit, page 2 - see #5, page 3)
- Do you plan to sell beer or wine? No Yes (You will need **more** than a Beer Permit, see #6, page 3)
- Do you plan to sell food to the public? No Yes (You will need a Temporary Food Permit, see #13, page 3)
- Certificate of Insurance needed? No Yes (For tournaments, public events, rides, etc. - see #4, page 3)
- Are you planning "kiddie" rides or other amusements? No Yes (Carnival Permit required, contact City Clerk)
- Do you plan to have an amplified sound system? No Yes (See #12, page 3) Describe:
- Do you plan to set up tent(s) for the event? No Yes (See #9, page 3)
- Parks & Recreation Board approval needed? No Yes (When selling beer and multi-day events, contact Director)
- Building Keys Needed? No Yes (Usually for kitchen use - see #10, page 3)

Facility (circle all that apply)			
Jefferson			
Pavilion	Kitchen	West Shelter	East Shelter
Picnic Area # <u> </u>	Diamond(s) <u> </u>	Launch Shelter	Pool
Smith			Memorial Building <small>(pre-wedding ceremony only)</small>
Pavilion	Kitchen	Wedding/Garden (80 benches available)	Start Time: <u> </u>
Diamond/Field <u> </u>			End Time: <u> </u>
Hart		Clovis	Barker Farm
Shelter	Diamond/Field <u> </u>	Shelter	Diamond/Field <u> </u>
Koslo		Pleasants	Shepard
Shelter	Diamond/Field <u> </u>	Diamond/Field <u> </u>	Diamond/Field <u> </u>
Curtis Reed Square			

Office Notes: FAM market Area

OFFICE USE ONLY	
Facility Fee: \$	<u> </u>
User Fee: \$	<u> </u>
Area Fee: \$	<u> </u>
Beer Permit: \$	<u> </u>
Total: \$	<u> </u>
Receipt #	<u> </u>
Permit #	<u> </u>

HOLD HARMLESS AGREEMENT

I, Steve Krueger, agree and bind Steve Krueger
(person in charge) (group name)

to hold the City of Menasha harmless from any claim for damage or injury arising out of our activities in connection with this event. I further understand this agreement to indemnify is for any and all liability of the City of Menasha, including costs of defense and attorneys' fees, including: Damage or injury caused in part by the City's negligence, unless I demonstrate by clear and convincing evidence, that such damage or injury was caused solely by the City's negligence.

I further agree to exercise due care in the preservation of the premises. I further agree to pay for all damages to park property or grounds beyond what the Department determines to be normal wear and tear. I further agree that I will ensure compliance with all rules, regulations, or ordinances applicable to the use of City of Menasha parks.

Signature: [Signature] Date: 9-2-10

BEER PERMIT

For Consumption Only!

Sale of Beer and/or Wine Requires a Temporary Class "B" License in Addition to the Permit (See #6 on page 3)

The below named assumes responsibility for exercising control over attendees behavior at the event. **This person or designee must be present for the duration of the event.** The Menasha Police Department will contact the permittee if any problem arises. **UNRULY/ILLEGAL GROUP BEHAVIOR WILL JEOPARDIZE FUTURE RESERVATION PRIVILEGES.**

Permittee Name: (print) _____ DOB: _____
Last First M.I.

Address: _____ Phone: _____

Area that beer and/or wine can be consumed: _____

Signature: _____

Permittee has read list of City ordinances pertaining to alcohol Yes No Dept. Initials _____

2010 PARK FACILITY RENTAL

(all fees are "per day" unless otherwise stated)

<u>Pavilion/Shelter Fees</u>	<u>Resident</u>	<u>Non-Resident</u>
Jefferson Park		
Large Pavilion	\$ 55.00	\$ 85.00
Kitchen*	30.00	50.00
West Shelter	35.00	55.00
East Shelter*	20.00	40.00
Launch Shelter	15.00	32.00
Picnic Area #3 & #5 with electric	20.00	40.00
Wedding	User Fee Only	User Fee Only
Pool Rental (1 hour)	115.00	115.00
Smith Park		
Pavilion	50.00	75.00
Kitchen*	30.00	50.00
Wedding Set-Up**	200.00	250.00
Memorial Building (pre-ceremony only)	10.00/hour	10.00/hour
Hart Park Shelter*	25.00	45.00
Clovis Grove Shelter	20.00	40.00
Koslo Park Shelter (no electric)	20.00	40.00
Barker Farm Park Shelter	25.00	45.00
Curtis Reed Square	20.00	40.00
Beer Permit (Jefferson and Koslo only)	5.00	5.00
Tent Permit (when Diggers Hotline is called)	10.00	12.00
Amplifier w/microphone (per event/season) <i>(Jefferson East/West Diamonds only)</i>	20.00	20.00
Jefferson Volleyball Courts N & S	5.00	5.00
<i>Koslo, Municipal Beach, Smith Park VB Courts</i>	NC	NC
Soccer Fields	8.00/hour	8.00/hour
Koslo Baseball Diamonds	Without Lights 12.00/hour With Lights 20.00/hour	Without Lights 12.00/hour With Lights 20.00/hour
Softball Diamonds	Without Lights 8.00/hour With Lights 15.00/hour	Without Lights 8.00/hour With Lights 15.00/hour
Building/Shelter Key Deposit	20.00	20.00

2010 PARK USER FEES

Groups that reserve park shelters or picnic areas are subject to the following user fees:

<u>Persons in Attendance</u>	<u>Resident</u>	<u>Non-Resident</u>
1 - 20	\$ 5.00	\$ 11.00
21 - 75	24.00	36.00
76 - 150	42.00	60.00
151 - 300	79.00	102.00
301 - 600	134.00	162.00
601 - 1,100	240.00	275.00
1,101 - 2,000	360.00	400.00
2,001 & up	480.00	525.00

* Indicates need for key

** Includes use of pavilion whether used or not, also includes 100 benches; average 2-3 adults per bench. Final arrangements made through Park Superintendent (967-3642).