

Memo

To: Village Board
From: Chris Clark, Director of Parks, Recreation, & Forestry
Re: Special Event Authorization for Titledown Select Baseball Inc. to Hold a Kickball Tournament at Riverview Park.
Date: January 6th, 2015

Name of Organization/Person:
Titledown Select Baseball Inc./ Nate Wallenfang – Not for profit youth travel baseball organization from Green Bay.

Purpose of Event:
Fundraising kickball tournament to support not for profit youth travel baseball.

Location of Event:
Riverview Park softball facility – 5 diamonds

Date(s) and Time(s) of Event:
Saturday, May 2nd, 2015 (one day event) to be held from 7 am – 8 pm.

Recurring Event: Yes No
This is the first time that they have held the event in Allouez.

Alcohol Sales Request: Yes No
They are requesting permission to sell beer at the event. Per Village Code, no alcohol is allowed at this location without board approval. Operator and retailer license applications are attached.

Vending/Concessions/Admission Fees: Yes No
They are requesting permission to sell concessions, food, and raffles.

Other Requests:
None

Background Information:
None

Attachments:
Facility Rental Application
Temp. Operator’s License Application
Class B Retailers License Application

**Village of Allouez
Parks, Recreation & Forestry
Recreational Facilities Usage Application**

Please return completed application to Allouez Park and Recreation Department: 1900 Libal Street, Green Bay, WI 54301. Make checks payable to Allouez Parks Department.

Name of Organization Tittletown Select Baseball

Address 810 Marvin Ln.

City, State & Zip Green Bay, WI 54311 Phone 920-309-0483

Type of Entity: Individual Association

Corporation 501(c)(3) Partnership

Contact Person Nate Wallenfing Title Chief Operating Officer

Address 810 Marvin Ln.

City, State & Zip Green Bay, WI 54311 Phone 920-309-0483

Type of Event Kickball Tournament - Fundraiser Date(s) of Event 5/2/2015

Starting Time 7:00am Ending Time 8:00pm

Expected Number of Participants (including spectators) 400

- Requested Location of Event/# of Fields or Courts Requested:**
- | | |
|--|--|
| <input type="checkbox"/> Green Isle Softball Field/1 | <input type="checkbox"/> Green Isle Baseball Field/1 |
| <input type="checkbox"/> Green Isle Football Field/1 | <input type="checkbox"/> Green Isle Soccer Field/2 |
| <input type="checkbox"/> Green Isle Tennis Courts/5 | <input type="checkbox"/> Optimist Softball Field/1 |
| <input type="checkbox"/> East Lawn Baseball Field/1 | <input type="checkbox"/> East Lawn Tennis Court/1 |
| <input type="checkbox"/> Langlade Softball Field/1 | <input type="checkbox"/> Langlade Tennis Court/2 |
| <input checked="" type="checkbox"/> Riverview Softball Complex/5 | <input type="checkbox"/> Broadview Soccer Complex/5 |
| <input type="checkbox"/> Kiwanis Tennis Courts/2 | <input type="checkbox"/> Kiwanis Soccer Fields/2 |
| <input type="checkbox"/> Webster Baseball Fields/5 | <input type="checkbox"/> Other _____ |

Comments/Special Requests: This event will be utilized as a fundraising event to support Not for Profit Youth Travel Baseball. We will seek to provide concessions, food, and raffles. We would also like to request to sell Alcohol in the form of beer only.

Approved By: _____ Date _____

_____ Date _____

Special Event Application
(Continued)

Will the fields need to be marked by the Village? _____ Yes No

Facilities Usage Fee Structure

Tennis Courts

\$20.00 per facility/per match (2 hours per match)

Green Isle Softball Fields

- Field usage + dragging & marking/initial game only
 - M-F 7am-3pm(up to 6/1) = \$35.00
 - M-Th 6am-4pm(6/1 thru Labor Day)= \$35.00
 - M-F after 4pm & Sat = \$35.00 + Time and one-half
 - Sunday = \$35.00 + Double Time
- Field usage + dragging & marking between games
 - M-F 7am-3pm(up to 6/1) = \$35.00
 - M-Th 6am-4pm(6/1 thru Labor Day)= \$35.00
 - M-F after 3pm & Sat = \$35.00 + Time and one-half
 - Sunday = \$35.00 + Double Time
- After 7pm, an additional \$5.00/hr/light for electrical usage
- Camp fees are \$350.00 per week

Riverview Girls Softball Complex

- Field Usage and Camp Fees: The same as G.I. Softball Fields (see above)

Webster Park

- Field Usage and Camp Fees: The same as Riverview Girls Softball Complex and G.I. Softball Fields (see above)

Soccer/Football

- \$35.00 per game, per field, marking only, during playing season
- Camp fees are \$350.00 per week

Conditions of Permit

1. All facilities will be clean and clear of garbage.
2. The permittee at its own cost shall obtain and maintain general liability insurance for the event in the minimum amount of \$2,000,000 for damages arising out of personal injuries to any one person and \$50,000 property damages. Product liability is required only if permittee dispenses food, confections, refreshments, and/or beverages.
3. The permittee (and in case of individuals, partnerships and associations, the named contact person and the person signing this agreement), shall indemnify and save harmless the Village and its employees and representatives, against any and all injuries and damages to persons and property, and shall defend, indemnify and save harmless the Village and its employees and representatives from any and all claims, demands, suits, actions, costs, expenses and proceedings of any kind and nature, including any claims for injuries and/or damages caused in whole or in part by the negligence of the Village, its employees and representatives, which in any way result from or arise out of such activity.
4. No bus parking allowed within facility parking lots.
5. Access to bathrooms will be provided upon advance request; bathrooms must be left in good, clean condition. Renter is responsible for supplying toilet paper & paper toweling.
6. The Director of the Parks, Recreation & Forestry Department has the right to cancel an event due to inclement weather.
7. Renter is responsible for the removal of all garbage (Dumpster rental is recommended for tournaments).

APPLICATION FOR TEMPORARY CLASS "B"/"CLASS B" RETAILER'S LICENSE

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$ 10.00

Application Date: 12/23/14

Town Village City of Allover County of Brown

The named organization applies for: (check appropriate box(es).)

- A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.
 A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning 5/2/2015 and ending 5/2/2015 and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. ORGANIZATION (check appropriate box) Bona fide Club Church Lodge/Society Veteran's Organization Fair Association

(a) Name Titletown Select Baseball, Inc.

(b) Address 810 Marvin Ln. Green Bay, WI 54311
(Street) Town Village City

(c) Date organized 12/23/14

(d) If corporation, give date of incorporation 9/25/14

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box:

(f) Names and addresses of all officers:

President Tabitha Wallentang 810 Marvin Ln. Green Bay, WI 54311

Vice President Aste Wallentang 810 Marvin Ln. Green Bay, WI 54311

Secretary Melodie Dugenske

Treasurer Carmel Gomez - 3546 Bay Highlands Cir Green Bay, WI 54311

(g) Name and address of manager or person in charge of affair: Aste Wallentang

2. LOCATION OF PREMISES WHERE BEER AND/OR WINE WILL BE SOLD:

(a) Street number Riverview Park 100 Broadway Dr #116

(b) Lot _____ Block _____

(c) Do premises occupy all or part of building? Yes - Village Park

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover:

3. NAME OF EVENT

(a) List name of the event Kickin' Balls For Baseball: Kickball Tournament

(b) Dates of event 5/2/2015

DECLARATION

The Officer(s) of the organization, individually and together, declare under penalties of law that the information provided in this application is true and correct to the best of their knowledge and belief.

Officer [Signature]
(Signature/date)

Officer [Signature]
(Signature/date)

Date Filed with Clerk _____

Date Granted by Council _____

Titletown Select Baseball, Inc.
(Name of Organization)

Officer [Signature]
(Signature/date)

Officer Melodie Dugenske
(Signature/date)

Date Reported to Council or Board _____

License No. _____

FEE: \$10.00
Copy of Driver's License

Receipt No. _____

TEMPORARY OPERATOR'S LICENSE APPLICATION

(application should be on file 3 weeks prior to event)

TO THE VILLAGE BOARD OF THE VILLAGE OF ALLOUEZ, COUNTY OF BROWN, STATE OF WISCONSIN:

I hereby apply for a temporary operator's license to serve, on (date), 5/2/2015, inclusive, Fermented Malt Beverages, subject to the limitations imposed by Section 66.054(11) and 176.05(1) Wis. Stats. and all acts amendatory thereof and supplementary thereto, and hereby agree to comply with all laws, resolutions, ordinances and regulations, Federal, State or Local, affecting the sale of such beverages if a license be granted to me. I will be serving fermented malt beverages at the Riverfront Park, Allover Richhill Tournament sponsored by the Tipton Select Baseball. I certify that I am 18 years of age, a citizen of the United States and a resident of the State of Wisconsin for at least one year.

NAME (PLEASE PRINT) Kate Wallenfang
ADDRESS 810 Martin Ln, Green Bay, WI 54311
DATE OF BIRTH 08/28/1985

Have you ever been convicted of any felony or of violating any law of the State of Wisconsin or of the United States? Yes If yes, state the date of such conviction, the name and location of the Court in which the conviction took place and the nature of the offense:

Speeding 5/2014

Have you been convicted of violating any license law or ordinance regulating the sale of fermented malt beverages or intoxicating liquors? NO

Signature of Applicant Kate Wallenfang Date 12/23/14

_____, being first duly sworn on oath says that she/he is the person who made and signed the foregoing application for a temporary operator's license;

Subscribed and sworn to before me
this _____ day of _____, 20 _____.

Person authorized to administer oaths

If a Notary Public, Brown County, Wisconsin,
state date that your commission expires: _____