

Memo

To: Village Board

From: Chris Clark, Director of Parks, Recreation, & Forestry

Re: Special Event Authorization for Pooches and Pints Summer Kickoff Community Event at Green Isle Park

Date: May 4, 2021

Name of Organization/Person:

Village of Allouez – Parks, Recreation, and Forestry Department

Title Sponsor: Green Bay and Allouez Animal Hospital

Partners:
Misfit Mutts Dog Rescue

Purpose of Event:

Pooches and Pints Summer Kickoff is an annual community event to bring pets and their owners to Green Isle Park for socialization, live music, food, beer vending, and fun. The Village will be using the event as an opportunity to educate attendees on proper pet etiquette in village parks as well as village dog licensing.

Location of Event:

Green Isle Park – on the north side of the park around the pavilion and gazebo

Date(s) and Time(s) of Event:

Thursday June 17th, 2021 4 pm – 8 pm

Recurring Event: Yes No

This is the third year of this event.

Alcohol Sales Request: Yes No

Misfit Mutts Dog Rescue is a non-profit organization that will hold the picnic license and temporary operator license.

Vending/Concessions/Admission Fees: Yes No

Vendors will be limited this year to food and beverage sales to limit congregating at booths due to COVID 19.

Other Requests:

- We will need a noise variance for the band to play at the event.
- Waive all fees for licenses and permits as this is a Village sponsored event

Background Information:

This unique dog friendly community event will include live music, food trucks, and beer. The idea for this event was envisioned as a gathering of people and their pets to enjoy live music in the park while drinking a beverage of their choice. There will be a temporary fenced off lease area for dogs to run and socialize. The community event will be scheduled on a Thursday evening from 4 pm to 8 pm with music during the event. It will conclude by 8 pm so that cleanup is done before dark.

Misfit Mutts and other volunteers will be assisting with event operations, working with the beer and beverage sales, checking identification, and giving out wristbands for alcohol sales throughout the evening. Kay Distributing will be providing the beer, seltzer, and soda as well as marketing posters. The Brown County Sheriff Department will be available for security as well as selling fundraising items to support their Police K9 program. Green Bay and Allouez Animal Hospital will host a Q&A session for pet owners during the event.

All proceeds after all expenses are paid will be split amongst the partnering organizations with approximately 70% staying with the Village.

Attachments:

Applications
Map



VILLAGE OF ALLOUEZ
RUNS/WALKS AND SPECIAL EVENT APPLICATION/PERMIT
Parks and Recreation Department · 1900 Libal St. · Allouez, WI 54801

Application Submittal fee: \$25 for Allouez Residents/ \$50 for Non-Allouez Residents

This application must be submitted with payment for approval no less than four (4) weeks prior to date of the event.

Complete the following information:

Is this a re-occurring event. YES NO (New applications must be approved by the Village Board)

*As of August 7, 2010 the Village Administrator, with department head recommendation, is authorized to approve reoccurring events. Village Board will be notified of the event.

ORGANIZATION/LEAGUE NAME: Village of Allouez

Individual Partnership Corporation Association

EVENT NAME: Pooches and Pints: Summer Kick-Off

Main Contact: Matthew Hahn Email: matt.hahn@villageofallouez.com

Address: 1900 Libal St. City/State/Zip: Green Bay, WI 54801

Primary Phone: 920-448-2804 Other Phone: _____

EVENT INFORMATION

Date of Event: June 17, 2021 Time of Event: Start Time: 4:00 am/pm am pm
End Time: 8:00 am/pm am pm

Number of participants/spectators expected: _____

Please provide the Village with brief information on your event (i.e. what is your event, what groups/charities does it support, etc.)

This is a community event designed to help spread information on proper dog ownership, Village policies on dog ownership and to bring neighbors and families together.

Please answer the following questions:

1.) Is this event a run/walk? YES NO

** If YES, please continue with questions below. If NO please skip to question 2.

1a.) Location or route of event (please include map) _____

1b.) How will the route be marked? _____

1c.) How will route monitors be identified? _____

1d.) Other traffic control provisions? _____

2.) Will you need stand-by rescue services? YES NO

** If YES stand-by Allouez rescue squad service is requested, \$375.00 per hour is charged. If you request police coverage, you must contact Brown County Sheriff's Department and arrange for coverage with them. Allouez does not provide police coverage.

3.) Will you be selling any goods? YES NO

**If YES a vendor permit is required and village board approval. Extra fees will apply for this.

4.) Will you be selling any alcohol? YES NO

**If YES a temporary sellers permit is required and village board approval. Extra fees will apply for this.

5.) Will you be requiring any Village Facilities? YES NO

**If YES please complete a Facility Reservation Form. Extra fees will apply for this.

6.) Will you be requiring any Village Athletic Fields or Courts? YES NO

**If YES please complete an Athletic Facility Reservation Form. Extra fees will apply for this.



Allouez Village Hall • 1900 Libal Street • Green Bay, WI 54301-2453 • (920) 448-2800 • Fax (920) 448-2850

NOISE VARIANCE PERMIT APPLICATION

Completed application must be filed with the Village Administrator 30 days prior to the event or activity. The Village Administrator may waive the time limit when compliance therewith is impractical.

Type of Event/Activity: Pooches and Pints: Summer Kick-Off

Date(s) of Event/Activity: June 17, 2021 Time(s) of Operation: 4pm-8pm

Location of Event: Green Isle Park # of people attending (approx.):

Reasonable measures that will be taken to minimize noise & reduce impact to neighbors:

Volume will be set at acceptable level for spectator to enjoy music, but not disrupt park neighbors.

Noise generating equipment that will be used:

Band will provide their own speaker system.

Person in charge of & responsible for the event/activity: Matt Hahn

Address: 1900 Libal St. Green Bay, WI 54301 Contact phone #: 920-448-2804

Applicant's Signature

3/24/21
Date

**** All additional police service expenditures will be billed to applicant ****

§ 302-5 : The use of sound amplifiers outside buildings within the Village of Allouez is prohibited without a permit to do so from the Village. The Village shall not grant a permit to use a sound amplifier during nighttime hours (10:00 p.m. to 7:00 a.m.) or to operate such sound amplifier in the vicinity of health facilities, churches while services are being conducted, or schools which are in session. The Village may order a reduction in the volume of such sound amplification on complaint being made by a citizen or when such sound amplification is a nuisance because of the volume, the method in which it is being used, or the location in which it is being operated.

OFFICE USE ONLY	
<input checked="" type="checkbox"/>	DEO approval after consultation
<input type="checkbox"/>	Village Board approval

4/28

SHERIFF'S OFFICE

Brown County

2684 DEVELOPMENT DRIVE
GREEN BAY, WISCONSIN 54311
PHONE (920) 448-4200



Todd Delain
SHERIFF

Noise Variance Permit Application Request Pooches and Pints Summer Kick Off:

On April 28th, 2021, I, Deputy J. Vogel, reviewed the Noise Variance Permit Application completed by Village of Allouez employee Matt Hahn. I have spoken personally with both Matt Hahn and Parks Director Chris Clark about preparations for the event.

To my knowledge this annual event has caused no police incidents reported to the police in the past. I have been attending this annual event since its conception and will again be on hand this year assisting village employees with the event. If a complaint with police is made, I will be able to assist in handling the complaint at the time it is made.

At this time, I am recommending approval of this application.

Deputy Jason Vogel
Allouez Directed Enforcement Officer
Brown County Sheriff's Office



VILLAGE OF ALLOUEZ
BROWN COUNTY, WISCONSIN

VENDOR PERMIT – SPECIAL EVENTS IN VILLAGE PARKS AND FACILITIES
TRANSIENT MERCHANT

(Vendors under sponsorship of non-profit or profit organizations)

Village of Allouez

 Name of sponsoring organization

1900 Libal St. Green Bay, WI 54301

 Address

Green Isle Park

 Event Location

Matthew Hahn

 Name of organization agent

Community Event

 Nature or Character of Special Event

June 17, 2021 from 4pm-8pm

 Date and Length of Time of Event

Vendor Permits Subject to Village Board Approval

Village Board Approval Granted _____

Fee Schedule per Event

\$25.00	0-25 Vendors
\$50.00	25-50 Vendors
\$75.00	Over 50 Vendors

Sponsoring organization shall pay the appropriate fee listed above to the village. Non-profit vendors shall be exempt from the fee. (Tax Exempt number is required)

For Office Use Only:
 FEE: _____
 DATE RECEIVED: _____

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 \$ _____
 Town Village City of Altoona

Application Date: 4/1/21
 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 6.17.2021 and ending 6.17.2021 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 or Agricultural Society
 Chamber of Commerce or similar Civic or Trade Organization organized under ch. 181, Wis. Stats.

(a) Name Misfit Mutts Dog Rescue

(b) Address 1646 Orchid Ln Green Bay, WI 54313
(Street) Town Village City

(c) Date organized 12/7/2018

(d) If corporation, give date of incorporation _____

(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 Kayla Murphy

Vice President Fran Orosco

Secretary Lindsey Szarzynski

Treasurer Lindsey Szarzynski

(g) Name and address of manager or person in charge of affair:
Fran Orosco 1646 Orchid Ln Green Bay, WI 54313

2. **Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:**

(a) Street number 900 Greene Ave. Green Bay WI 54301

(b) Lot _____ Block _____

(c) Do premises occupy all or part of building? outside

(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 Pouches + Pints

(b) Dates of event June 17, 2021 4p - 8p

DECLARATION

An officer of the organization, declares under penalties of law that the information provided in this application is true and correct to the best of his/her knowledge and belief. Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

Officer Er Orosco 4/1/21
(Signature / Date)

Misfit Mutts Dog Rescue
(Name of Organization)

Date Filed with Clerk 4.1.2021

Date Reported to Council or Board _____

Date Granted by Council _____

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) June 17th, 2021 (time), 4p - 8p, 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 Green Isle Pavilion - Peaches & Pints sponsored by the Village of Allouez and Misty Mutts Dog Rescue

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) ERIN E. OROSCO
ADDRESS 1146 Orchid Ln Green Bay, WI 54313
DATE OF BIRTH 06-25-1989
PHONE 920-660-1361

Have you ever been convicted of any felony or of violating any law of the State of Wisconsin or of the United States? NO 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:

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

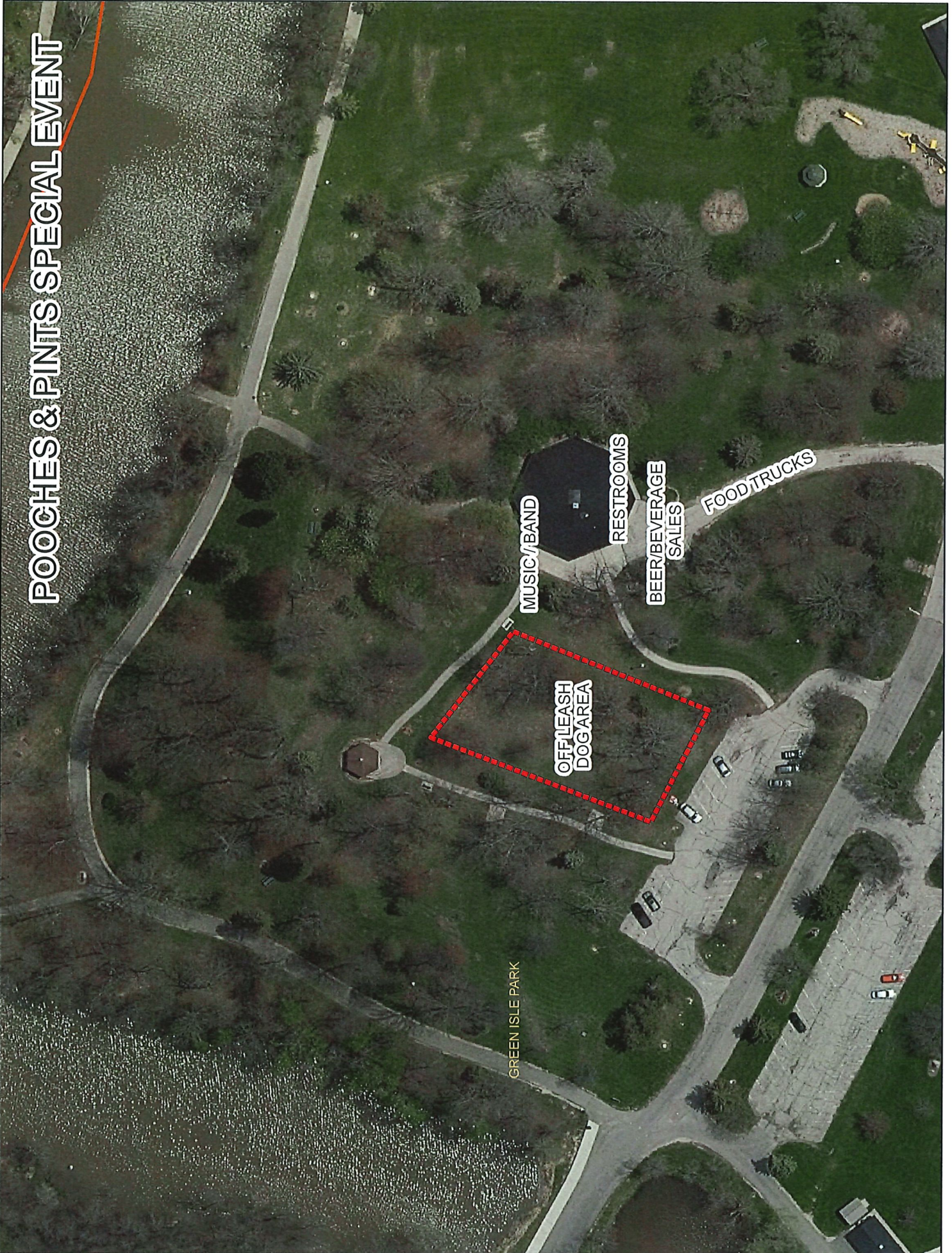
Signature of Applicant Erin E Orosco Date 3/31/21

_____, 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 1 day of April, 20 21.
Kimberly Waite
Person authorized to administer oaths

If a Notary Public, Brown County, Wisconsin,
state date that your commission expires: Aug 3, 2022

POOCHES & PINTS SPECIAL EVENT



GREEN ISLE PARK

MUSIC/BAND

RESTROOMS

BEER/BEVERAGE SALES

FOOD TRUCKS

OFFLEASH DOG AREA