

Menasha aldermen occasionally attend meetings of this body. It is possible that a quorum of Common Council, Board of Public Works, Administration Committee, Personnel Committee may be attending this meeting. (No official action of any of those bodies will be taken).

**CITY OF MENASHA
PARKS AND RECREATION BOARD
Heckrodt Wetland Reserve
1305 Plank Road, Menasha**

June 12, 2012

6:00 PM

AGENDA

A. CALL TO ORDER

B. ROLL CALL/EXCUSED ABSENCES

C. MINUTES TO APPROVE

1. Minutes of the June 7, 2012 Parks Board Meeting (to be received)

D. PUBLIC COMMENT ON ANY MATTER RELATED TO CITY PARKS AND RECREATION

Five (5) minute time limit for each person

E. REPORT OF DEPARTMENT HEAD/STAFF/OR CONSULTANTS

1. Department Report – PRD Tungate
2. Park, Pool and Vandalism Report – PS Maas

F. DISCUSSION

1. [Revisions to Park Policies Related to Soliciting Donations](#)
2. [Request by Street Eats Mobile Restaurant to Operate in Jefferson Park – Eric Rausch](#)

G. ACTION ITEMS

1. [Motion: Informing the Common Council that the Park Board has Reviewed the Attached Draft Donation Policy and Supports is Adoption](#)
2. For Resident Wedding Reservation Purposes Only, Add Siblings of the Bride or Groom Must Reside in the City of Menasha at the Time the Reservation is Made
3. Recommend Revision to all Relevant City Ordinances to Allow Consumption of Fermented Beverages in Baker Farm Park by Permit Only
4. [Approve Moosefest to be held August 25-26, 2012 in Jefferson Park and Swimming Pool Parking Lot – Steve Krueger](#)
5. [Approve Communityfest to be held July 3, 2012 in Curtis Reed Square and July 4, 2012 in Jefferson Park – PRD Tungate](#)

H. PUBLIC COMMENT ON ANY MATTER LISTED ON THE AGENDA

Five (5) minute time limit for each person

I. ADJOURNMENT

Revisions to Policies and Procedures Governing the Use of Menasha City Parks

Under #17 Community Festivals and Large Non-Profit Picnics Open to the Public (200+ people)

A. Change title to read

Community Festivals, Special Events (non-profit or profit) or Other Large Park Events (200+ people)

B. Add 12.

The Parks and Recreation Board encourages staff to seek donations, gifts or other in-kind services for a department project or program that they deem beneficial the department or the community. Staff shall inform the Board of the intent to seek any form of donation (besides regularly accepted, budgeted gifts/donations). Any offer of donation is at the complete discretion of the donor, will not be made a condition of event approval and will be in accordance with the City's donation policy.

C. Add 13.

All events are subject to other fees and rules as established by the city's Special Event Policy.

Monarch Gardens ~ Street Eats

(920)738-6668



Eric Rausch
205-0957



We are Monarch Gardens "Street Eats", a fully licensed mobile commercial kitchen.

We are available to serve lunch to your employees in your parking lot.

We are also available to cater company picnics and other corporate functions.

Check out our attached menu and give us a call!!!



MONARCH GARDENS- STREET EATS

We are Monarch Gardens "Street Eats", a fully licensed mobile commercial kitchen.

We prepare a varied menu (including vegetarian options and daily specials) and are available to serve lunch to your employees in your parking lot.

We can also set up tables and chairs to cater company picnics and other corporate functions. One example would be a traditional Brat Fry featuring brats, hot dogs and burgers while also offering a Portobella mushroom melt and a grilled veggie wrap for vegetarians.

The options are limited only to your imagination. We want to accomodate your needs. Bring your ideas to us!

MONARCH GARDENS "STREET EATS"

PHONE # 205-0957

QUARTER POUND BURGER.....2.25

QUARTER POUND CHEESEBURGER.....2.50

SOUTHWEST BURGER.....3.50

*(WITH LETTUCE, BACON, JALEPENOS &
PEPPERJACK CHEESE)*

BACON CHEESEBURGER.....3.00

MUSHROOM SWISS BURGER.....3.00

HOT DOG.....1.50

ITALIAN SAUSAGE.....2.50

(WITH PEPPERS, ONIONS & MOZZERELLA)

GRILLED CHEESE.....2.50

GRILLED CHEESE WITH TOMATOES & BACON...3.50

GRILLED CHEESE WITH JALEPENOS & BACON.....3.50

GRILLED CHICKEN SANDWICH.....3.50

(WITH LETTUCE, TOMATOES & MAYO)

CUBAN SANDWICH.....5.50

(ROAST PORK, HAM, SWISS, PICKLES & MUSTARD)

SALADS & WRAPS

SIDE SALAD.....2.50

(LETTUCE BLEND, TOMATOES, CHEDDAR CHEESE & HARD-BOILED EGGS)

JERK CHICKEN.....5.00

(LETTUCE BLEND, SPICY CHICKEN TOMATOES & CHEDDAR CHEESE)

CHICKEN MANDARIN ORANGE.....5.00

(LETTUCE BLEND, CHICKEN, MANDARIN ORANGES & ALMONDS)

CHEF'S SALAD.....5.00

(LETTUCE BLEND, HAM, TURKEY, CHEDDAR CHEESE, TOMATOES & HARD-BOILED EGGS)

CHICKEN CAESAR SALAD....5.00

(LETTUCE BLEND, GRILLED CHICKEN, PARMESAN, CROUTONS, TOMATOES & HARD-BOILED EGGS)

TURKEY WRAP.....5.00

(LETTUCE, TURKEY, GUACAMOLE, TOMATOES & CHEDDAR CHEESE)

HAM & SWISS WRAP.....5.00

(LETTUCE, HAM, SWISS CHEESE, TOMATOES & SRIRACHA MAYO)

SIDES & APPETIZERS

FRENCH FRIES.....2.00

CHEESY FRENCH FRIES.....3.00

CHICKEN TENDERS.....4.00

MOZZERELLA STICKS.....3.00
(WITH MARINARA SAUCE)

CREAM CHEESE JALEPEN0 POPPERS....3.00

TEXAS TOOTHPICKS.....3.00
(WITH RANCH DRESSING)

SAUCES & DRESSINGS

RANCH

HONEY MUSTARD

BBQ

BLEU CHEESE

TOMATO VINAIGRETTE

HOT SAUCE

PLUS DAILY SPECIALS

CITY OF MENASHA POLICY		TITLE: Donations	
ISSUE DATE: (Day after Council)		LAST UPDATE:	SECTION:
POLICY SOURCE:		AUDIENCE:	TOTAL PAGES:
Reviewed by Attorney's Office		Administration Committee Approval Date:	Council Approval Date:

I. PURPOSE

The City may accept donations, gifts or grants for any public governmental purpose. This policy sets guidelines for the acceptance of gifts to the City.

II. Real Property

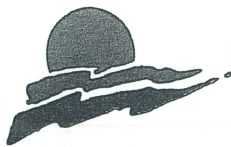
Regardless of any dollar threshold, the acceptance of any gift of "Real Property" shall require the approval of the Common Council.

III. Budgeted Gifts

Departments that regularly accept gifts as a function of their regular business (e.g. meal sites, park benches, fireworks, etc.) should include an estimate of said gifts in the annual budget.

IV. Unbudgeted Cash & Non-Cash (e.g. In-Kind) Gifts.

- a. Department Heads have the authority to accept unbudgeted gifts to the City with a value of \$5,000.00 or less.
- b. Unbudgeted gifts to the City with a value of greater than \$5,000.00 and up to \$10,000.00 shall require the approval of the Department's Committee of jurisdiction.
- c. Unbudgeted gifts to the City with a value over \$10,000.00 shall require the approval of the Common Council.



PARK FACILITY RESERVATION FORM AND BEER PERMIT

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

Form A

Questions? Call: 967-3640

8:00 AM - 4:00 PM Monday - Friday

Office Location: 2nd Floor, City Hall

Date of Event: Aug 25+26, 2012

Home Telephone: 809-0636

Daytime Telephone: _____

Menasha Parks & Recreation Department

40 Main Street

Menasha, WI 54952-3190

Group Name or Sponsor of Event: Moose Fest

Event Coordinator: Steve + Deanna Krueger

Address: 943 Clovis Ave Menasha

Time of Event: From 9:00AM to 8pm (25) 5pm (26)

Group Size: _____ Fees: (see attached page)

Building Keys Needed? No Yes (Usually for kitchen/electric use - see #10, page 3) - **Pick up by Friday at 4:00 PM**

Does your group qualify for resident rates? No X Yes (City of Menasha, Neenah, Appleton & Town of Menasha residents only)

Do you plan to consume beer or wine? No Maybe Yes (Fill out permit, page 2 - see #5, page 3)

Do you plan to sell beer or wine? No Maybe Yes (You will need **more** than a Beer Permit, see #6, page 3)

Do you plan to sell food to the public? No X Yes (You will need a Temporary Food Permit, see #13, page 3)

Certificate of Insurance needed? No X Yes (For tournaments, public events, rides, etc. - see #4, page 3)

Are you planning "kiddie" rides or other amusements? No X Yes (Carnival Permit required, contact City Clerk)

Do you plan to have an amplified sound system? No Maybe Yes (See #12, page 3) Describe: _____

Do you plan to set up tent(s) for the event? X No Yes (See #9, page 3)

Parks & Recreation Board approval needed? No Yes (When selling beer and multi-day events, contact Director)

Facility

(circle all that apply)

Jefferson

Pavilion Kitchen

West Shelter

East Shelter

Launch Shelter

Pool

Picnic Area # _____

Diamond(s)

West 5³⁰ AM - 6⁰⁰ PM Sat & Sun

6-8pm Sat PM only

Smith

Pavilion

Kitchen

Wedding/Garden (50 benches available)

Diamond/Field

Memorial Building

(pre-wedding ceremony only)

Start Time: _____

End Time: _____

Hart

Shelter Diamond/Field

Clovis

Shelter Diamond/Field

Barker Farm

Shelter Diamond/Field

Koslo

Shelter Diamond/Field

Pleasants

Diamond/Field

Shepard

Diamond/Field

Curtis Reed Square

Marina Terrace

Trestle Trail

Office Notes: _____

OFFICE USE ONLY

Facility Fee: \$ _____

User Fee: \$ _____

Area Fee: \$ _____

Beer Permit: \$ _____

Total: \$ _____

Receipt # _____

Permit # _____

HOLD HARMLESS AGREEMENT

I, _____, agree and bind _____
 (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: _____

Date: 5-16-11

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 Dept. Initials _____

2012 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 Areas # 2, 3, 4 or 5 with electric***	20.00	40.00
Wedding	User Fee Only	User Fee Only
Pool Rental (1 hour)	145.00	145.00
Smith Park		
Pavilion	50.00	75.00
Kitchen*	30.00	50.00
Wedding Set-Up**	200.00	250.00
Memorial Building (pre-ceremony only)	20.00/hour	20.00/hour
Hart Park Shelter*	30.00	50.00
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
Marina Terrace (on Main Street)	20.00	20.00
Amplifier w/microphone (per event/season)	20.00	20.00
(Jefferson East/West Diamonds only)		
Jefferson Volleyball Courts N & S	5.00	5.00
Koslo, Municipal Beach, Smith Park VB Courts	NC	NC
Soccer Fields	8.00/hour	8.00/hour
Koslo Baseball Diamonds (with/without lights)	75/game	75/game
Softball Diamonds (with/without lights)	15/game	15/game
Building/Shelter Key Deposit	20.00	20.00

2012 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

Special Event Charges

<u>Item</u>	<u>Resident</u>	<u>Non-Resident</u>
Stage (trailer only)	\$100.00	\$100.00
Stage (2 row of risers)	200.00	200.00
2 yard Recycling Dumpster	45.00	45.00
Bleachers (3 row)	15.00	15.00
Bleachers (5 row)	20.00	20.00
Picnic Table (each)	4.00	4.00
Park Bench (each)	3.00	3.00
Garbage Can (each)	3.00	3.00
Recycling Stand (each; needs bag)	2.00	2.00
200 Amp Cord (each; for some outlets)	10.00	10.00
Electric Usage	TBD on estimated energy use	

* Indicates need for key

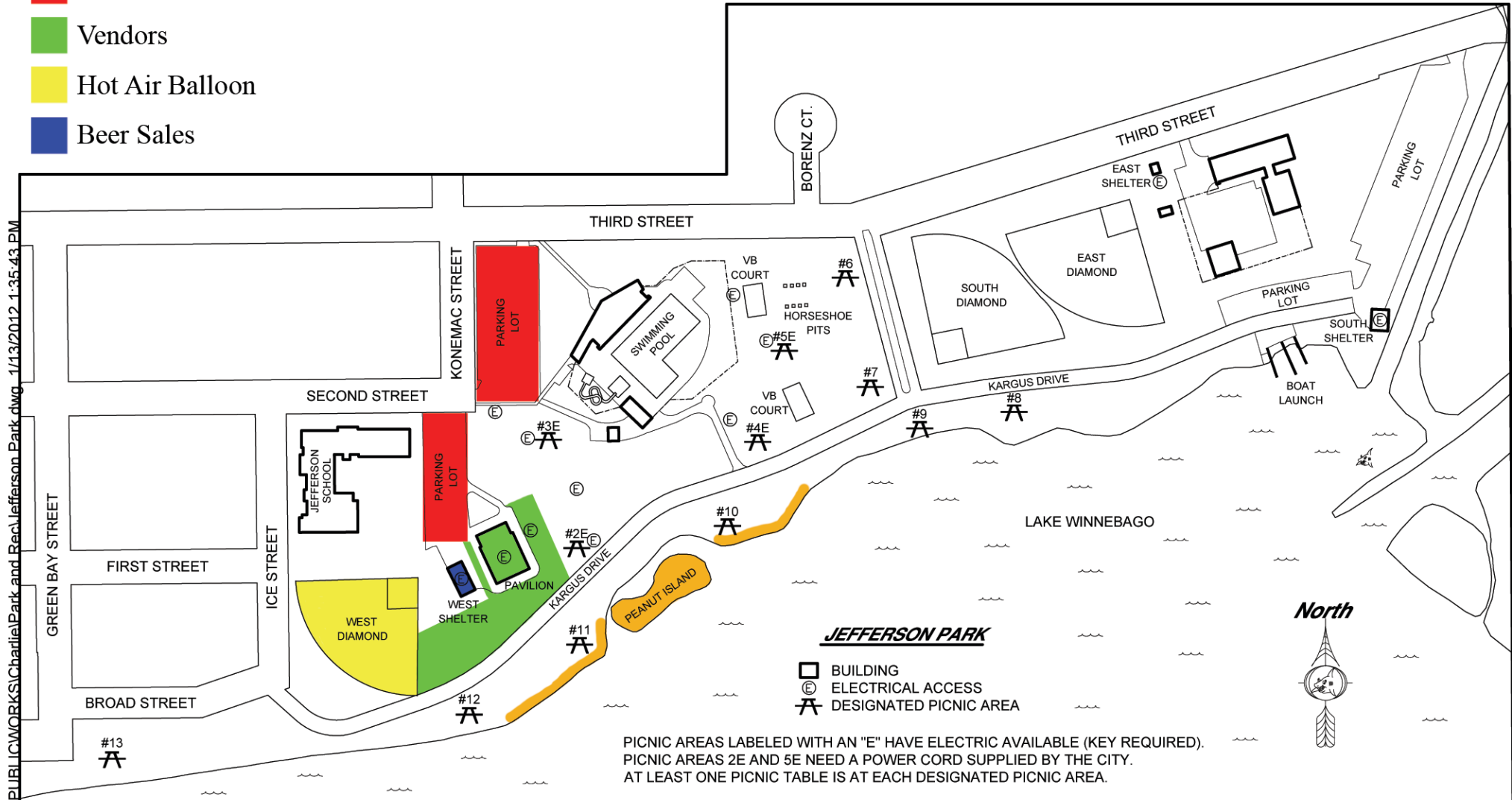
** Includes use of pavilion whether used or not, also includes 50 benches. Final arrangements made through Park Superintendent (967-3642).

***Picnic Areas 2 & 5 need a power cord supplied by the City. This must be picked up at the Parks and Recreation Department up to two days prior to the event. There is a \$20 deposit due at the time of pick up which will be returned when the power cord is returned to the office.

****More for weekend set up/take down.

Moose Fest August 25th & 26th

- Kids Fishing
- Carnival
- Vendors
- Hot Air Balloon
- Beer Sales





PARK FACILITY RESERVATION FORM AND BEER PERMIT

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

Form A

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: MENASHA GIRLS BASKETBALL Date of Event: 7-3-2012

Event Coordinator: TOM SIEGEL + DEWEY BATES Home Telephone: 720-0370

Address: 1221 BERTHOOD LANE MENASHA Daytime Telephone: 722-8781

Time of Event: From 10:00 AM to 10:30 PM Group Size: _____ Fees: (see attached page)

Building Keys Needed? ☒ No _____ Yes (Usually for kitchen/electric use - see #10, page 3) - Pick up by Friday at 4:00 PM

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)

Facility

(circle all that apply)

Jefferson

Pavilion Kitchen West Shelter East Shelter Launch Shelter Pool
Picnic Area # _____ Diamond(s) _____

Smith

Pavilion Kitchen Wedding/Garden (50 benches available)
Diamond/Field _____

Memorial Building

(pre-wedding ceremony only)

Start Time: _____

End Time: _____

Hart

Shelter Diamond/Field _____

Clovis

Shelter Diamond/Field _____

Barker Farm

Shelter Diamond/Field _____

Koslo

Shelter Diamond/Field _____

Pleasants

Diamond/Field _____

Shepard

Diamond/Field _____

Curtis Reed Square

Marina Terrace

Trestle Trail

Office Notes: _____

OFFICE USE ONLY

Facility Fee: \$ _____

User Fee: \$ _____

Area Fee: \$ _____

Beer Permit: \$ _____

Total: \$ _____

Receipt # _____

Permit # _____

THOMAS J SIEGEL

HOLD HARMLESS AGREEMENT

I, Th J Siegel (person in charge), agree and bind MENASHA Girls Basketball Assoc. (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: Th J Siegel Date: 6-5-2012

BEER PERMIT

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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) Siegel THOMAS DOB: 6-12-71
 Last First M.I.
 Address: 1221 Beckwith Lane Phone: 720-0370
 Area that beer and/or wine can be consumed: Curtis Reed Square
 Signature: Th J Siegel
 Permittee has read list of City ordinances pertaining to alcohol ☒ Yes Dept. Initials _____

2012 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 Areas # 2, 3, 4 or 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)	20.00/hour	20.00/hour
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Koslo Park Shelter (no electric)	20.00	40.00
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Garbage Can (each)	3.00	3.00
Recycling Stand (each; needs bag)	2.00	2.00
200 Amp Cord (each; for some outlets)	10.00	10.00
Electric Usage	TBD on estimated energy use	

* Indicates need for key

** Includes use of pavilion whether used or not, also includes 80 benches. Final arrangements made through Park Superintendent (967-3642).

For 2012 only 50 benches will be available for use.

***Picnic Areas 2 & 5 need a power cord supplied by the City. This must be picked up at the Parks and Recreation Department up to two days prior to the event. There is a \$20 deposit due at the time of pick up which will be returned when the power cord is returned to the office.



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: MENASHA ATHLETIC ASSOC.

Date of Event: 7-4-12

Event Coordinator: Dave Remnek (Todd Englebert)

Home Telephone: 920 419-2032

Address: 1161 Woodland Dr.

Daytime Telephone: _____

Time of Event: From 12:00 to 10:30

Group Size: 15K+ Fees: (see attached page)

Building Keys Needed? No ☒ Yes (Usually for kitchen/electric use – see #10, page 3) - **Pick up by Friday at 4:00 PM**

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)

Facility

(circle all that apply)

Jefferson

Pavilion

Kitchen

West Shelter

East Shelter

Launch Shelter

Pool

Picnic Area # _____

Diamond(s) _____

Smith

Pavilion

Kitchen

Wedding/Garden (50 benches available)

Diamond/Field _____

Memorial Building

(pre-wedding ceremony only)

Start Time: _____

End Time: _____

Hart

Shelter

Diamond/Field _____

Clovis

Shelter

Diamond/Field _____

Barker Farm

Shelter

Diamond/Field _____

Koslo

Shelter

Diamond/Field _____

Pleasants

Diamond/Field _____

Shepard

Diamond/Field _____

Curtis Reed Square

Marina Terrace

Trestle Trail

Office Notes: _____

OFFICE USE ONLY

Facility Fee: \$ _____

User Fee: \$ _____

Area Fee: \$ _____

Beer Permit: \$ _____

Total: \$ _____

Receipt # _____

Permit # _____

HOLD HARMLESS AGREEMENT

I, _____, agree and bind _____
(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.

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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 Areas # 2, 3, 4 or 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)	20.00/hour	20.00/hour
Hart Park Shelter*	30.00	50.00
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
Marina Terrace (on Main Street)	20.00	20.00
Amplifier w/microphone (per event/season) <small>(Jefferson East/West Diamonds only)</small>	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 (with/without lights)	75/game	75/game
Softball Diamonds (with/without lights)	15/game	15/game
Building/Shelter Key Deposit	20.00	20.00

2012 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

Special Event Charges

<u>Item</u>	<u>Resident</u>	<u>Non-Resident</u>
Stage (trailer only)	\$100.00	\$100.00
Stage (2 row of risers)	200.00	200.00
2 yard Recycling Dumpster	45.00	45.00
Bleachers (3 row)	15.00	15.00
Bleachers (5 row)	20.00	20.00
Picnic Table (each)	4.00	4.00
Park Bench (each)	3.00	3.00
Garbage Can (each)	3.00	3.00
Recycling Stand (each; needs bag)	2.00	2.00
200 Amp Cord (each; for some outlets)	10.00	10.00
Electric Usage	TBD on estimated energy use	

* Indicates need for key

** Includes use of pavilion whether used or not, also includes 80 benches. Final arrangements made through Park Superintendent (967-3642).

For 2012 only 50 benches will be available for use.

***Picnic Areas 2 & 5 need a power cord supplied by the City. This must be picked up at the Parks and Recreation Department up to two days prior to the event. There is a \$20 deposit due at the time of pick up which will be returned when the power cord is returned to the office.

July 3rd Events

JOIN THE PARTY!

Pajama Jam

Shattuck Park, Neenah

Tuesday, July 3rd

7:45 - 8:45PM

the



Bring the whole family down to Shattuck Park and Move to the Groove with Rhex Arboleda and the Y. Come down and secure your spot for the parade, then join us to dance the night away. The Parade of Lights begins at 9:15 PM from Riverside Park. This free event is sponsored by the Neenah-Menasha YMCA and CommunityFest.

Don't forget to wear your P.J.s!

PARADE OF LIGHTS



The Parade of Lights begins at approximately 9:15PM on July 3rd. The parade will start at Riverside Park in Neenah. It will travel West on Wisconsin Ave., North on Commercial St. and North on Washington to Main St. in downtown Menasha.

CURTIS REED SQUARE Downtown Menasha



Noon - 10:00PM

Brats, Burgers, Hot Dogs
Carry Out Available
Benefits Menasha Girls Basketball

2:00 - 10:00PM



Beer Sales



5:00 - 7:00PM



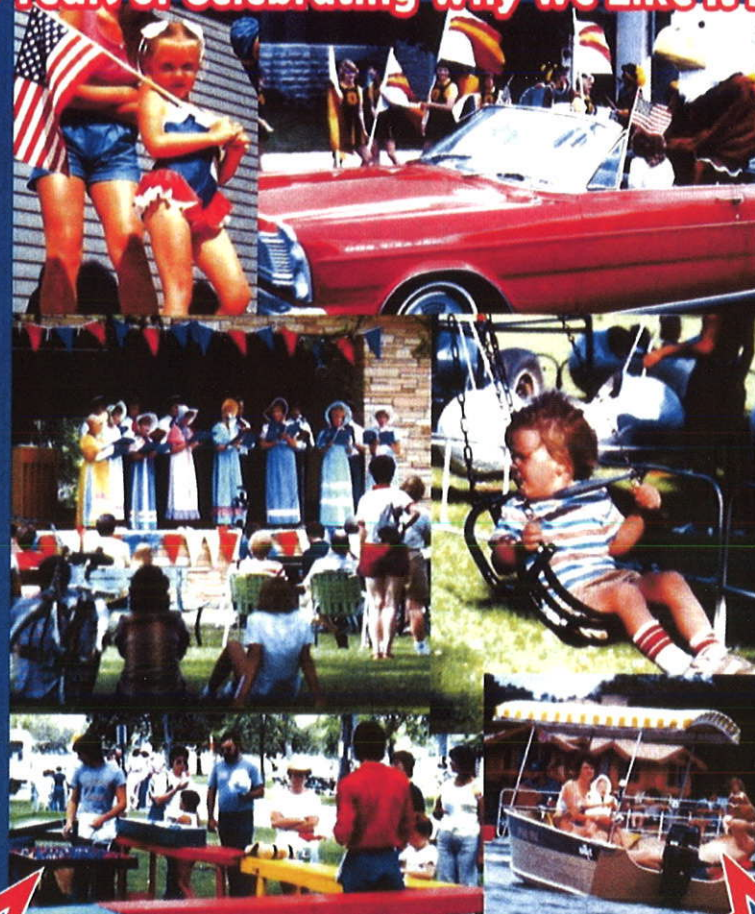
7:00 - 10:00PM



2012 CommunityFest

A NEENAH | MENASHA EVENT

30 Years of Celebrating Why We Like It Here!



CommunityFest Photos from the 1980's

July 3rd & 4th

**Riverside Park, Neenah
Jefferson Park, Menasha**

July 4th Riverside Park, Neenah

For more information visit www.neenahgov.org

START TIME	END TIME	ACTIVITY/ENTERTAINMENT	LOCATION
8:00AM	8:45AM	YMCA Liberty Run <small>Registration begins at 8:00AM. Race starts at 8:45AM</small>	Outside Park Pavilion
8:30AM	12:30PM	Pancake Breakfast	Inside Park Pavilion
9:00AM	8:00PM	FCM Rotary Club Carnival Games	Park Grounds
10:00AM	-	Little Red, White & Blue Parade	Starts at 'Playing In The Rain' Fountain
10:30AM	11:15AM	Karate America Demonstration	Harbor Stage
11:00AM	-	Neenah Historical Society Walking Tours <small>Tours will run at 11:00AM, 12:00PM, 1:00PM & 2:00PM</small>	Neenah Historical Society Booth
11:00AM	11:30AM	Valley Academy for the Arts	Main Stage
11:00AM	2:00PM	Petting Zoo & Carriage Rides	Across park road from Plexus Rocket
11:30AM	12:00PM	Studio Y Dance	Main Stage
11:30AM	1:00PM	Communityfest Pet Show	Harbor Stage
12:00PM	12:45PM	Miller & Mike Quality Family Entertainment	Main Stage
12:50PM	12:55PM	Neenah Idol Winner Performance	Main Stage
1:00PM	2:00PM	Wisconsin Singers	Main Stage
2:00PM	3:00PM	Webfooters Water Ski Show	Harbor
3:00PM	4:00PM	Neenah High School Jazz Ensemble	Main Stage
4:15PM	5:45PM	Danville Folk	Main Stage
6:00PM	7:00PM	Pat Pedersen Band	Main Stage
7:45PM	8:45PM	Neenah Community Band	Main Stage
8:45PM	9:30PM	Venetian Boat Parade	Harbor
ALL	DAY	GAMES, FOOD, BEVERAGES, RIDES, ICE CREAM, NOVELTY ITEMS	

July 4th Jefferson Park, Menasha

For more information visit www.cityofmenasha-wi.gov

2:00 – 10:30PM

Live Music, Face Painting, Kids Rides and Games, Water Ski Show, Carriage Rides, Food and Drink available all day; Burgers, Brats, Ice Cream, Kettle Korn, Mexican Food & more!

2:00 – 5:45PM

Annie Rose Band

2:00 – 9:00PM

Carnival 'Kiddie' Rides & Games

4:00 – 7:00PM

Best Friends Face Painting

4:00 – 7:00PM

Petting Zoo

5:30 – 6:00PM

'Doc Ron' Weird Science Comedy Show

6:00 – 7:00PM

Webfooters Water Ski Show

7:00 – 7:40PM

Rondini Magic Family Fun Show

7:00 – 9:00, 9:30 – 10:30PM

Dave Steffen Band

the Y **WE DRAW OUR COMMUNITY TOGETHER**
Art by the Lake
Jefferson Park
July 4, Noon - 5:30PM

Share your artwork with our community. We will provide the board & you bring your art supplies. For registration info. please call Jeanne at 886-2128.

Menasha Fireworks Reserved Seating

In the Menasha Pool Area

\$30 (up to 6 people)

Includes:

A great view

Parking Space

2 Lounge Chairs

Popcorn

Call Menasha Parks & Rec for more info.

967-3640

Both Parks JULY 4th FIREWORKS 9:30PM

The fireworks display is contingent on weather and safety conditions. The start time is approximate.

TARPS AT RIVERSIDE PARK

Tarps may be placed for fireworks beginning July 3rd at 5PM. NO TARPS over picnic tables or park benches. Please leave the boardwalk and sidewalks clear for pedestrians. Tarps that are placed before 5:00PM may be removed.

PLEASE RESPECT THIS RULE!



A Special Thank You to all of the sponsors & supporters of CommunityFest.

