



CITY OF ANTIGO

PARKS, CEMETERY AND RECREATION COMMISSION MEETING

MULTI-PURPOSE ROOM

Monday, April 11, 2022

CITY HALL, 700 EDISON STREET

5:30 PM

Call to Order

Discussion and Action May Occur on Any of the Following Agenda Items:

1. Approval of the Minutes from the March 14, 2022 Meeting
2. Approval to Waive Shelter Fee for All Sauced Up Food Truck Fundraiser

Any Other Matters Authorized by Law to be Considered

Adjournment

Upon reasonable notice, efforts will be made to accommodate disabled individuals through appropriate aids and services. For additional information, contact Cheryl Barta, 700 Edison Street, Antigo, Wisconsin 54409. (715) 623-3633 extension 100. Members of and possibly a quorum of members of other governmental bodies may be in attendance to gather information. Any governmental body other than that specifically referred to above will take no action.

DATE MAILED: April 06,2022

TIM KASSIS



To: Mayor and City Council
From: Sarah Doucette, Assistant
Date: April 11, 2022
Re: Approval to Waive Shelter Fee for All Sauced Up Food Truck Fundraiser

Terry Leffel, owner of All Sauced Up LLC is requesting the fee to be waived for the Heinzen Pavilion reservation on May 11, 2022 for their fundraising event for different community organizations.

Waiver Request Application Form

Event, Parade, Insurance, Shelter or Street Use

Recurring Annual Events

Any group holding a recurring annual event is required to have their waiver requests submitted 60 days in advance of the event.

Please Note: Submission requests not meeting the above requirement will not be considered for waiver of fees or insurance.

New Events

Any groups requesting waivers, for first time events should request waivers 2 months in advance of the requested date to ensure review by the appropriate committees.

1. Name of group/organization/individual) requesting wavier(s):

ALL SAUCED UP LLC

2. The following waivers are being requested and submitted for consideration (Please check all that apply):

- ☒ **Shelter / Concession Reservation Fee** (\$40.00 / \$50.00 Resident or \$60.00 / \$75.00 Non-Resident) – Please include completed Shelter Reservation Form with Waiver Application if you plan on reserving a City Shelter, Pavilion, or Park.
- ☒ **Special Event/Parade Fee** (\$25.00) – Please include completed permit with Waiver Application if you plan on hosting an event on City Property or you plan on inviting the public to your event.
- ☐ **Street Use** (\$25.00) – Please include completed permit with Waiver Application if you plan on closing or restricting access to any streets.
- ☐ **Insurance** – If you are not requesting an insurance waiver please include insurance with application
- Insurance documentation must be on file with the City of Antigo prior to the event date
 - The City of Antigo must be listed as additional insured
 - \$1,000,000 general liability coverage is required
 - The above insurance information may be found within Article XI. Special Event/Parade Ordinance Sec. 18-433. Insurance Required.

**Please note an approved waiver for insurance by the City of Antigo does not cover your event/group/organization or individuals under the City of Antigo's insurance policy.*

3. Name of Event: _____

4. Description of Event (please attach an additional sheet if necessary): Fund Raiser

5. How event is benefitting the community (are funds being reinvested into the community...etc):

Giving all Donations back to community

6. City of Antigo services requested to assist with the event or preparation for the event (additional trash receptacles, barricades, picnic tables...etc; please note these services cannot be guaranteed) :

Additional trash receptacles,
picnic tables

Signature of applicant (I agree the above information is accurate and correct to the best of my knowledge):

Tony M. Lofee

Date: 4-4-22

For Office Use Only:

FPL: Submitted _____ PCR Submitted: _____ Council Submitted: _____
FPL: Approved _____ PCR Approved: _____ Council Approved: _____