



Temporary B License

City of Madison Clerk
210 MLK Jr Blvd, Room 103
Madison, WI 53703

licensing@cityofmadison.com
608-266-4601

Street Use: ☐ No ☒ **YES**
Office Use Only

(Agenda Item number) -if Street Use-

(Legistar file number) -if Street Use-

PERCPS-2023-00107

(License number)

12

503

(Alder District #)

(Police Sector)

Office Use Only

- Temporary Class "B" (beer) and "Class B" (wine) licenses are available to **bona fide clubs, chambers of commerce, churches, Lodges/Societies, Veteran's Organizations, and Fair Associations** only. Being a non-profit company is not enough.
- You may get an unlimited number of temporary licenses for Beer, but **only two licenses for wine** each twelve months.
- If your plans include using the street for your event, you will need a **Street Use Permit** and you must apply at least 60 days before your event.
- At least one **licensed bartender** must be present.
- **The fee** is \$10 for beer and/or wine per event – events may have consecutive days.

The named organization applies for:

- ☒ 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.

Organization

Pick one: ☒ Bona fide Club ☐ Chamber of Commerce ☐ Church
☐ Lodge/Society ☐ Veteran's Organization ☐ Fair Association

Organization Name: Eken Park Neighborhood Association Phone: 507-459-3545

Address: PO Box 7162, Madison WI 53707-7162 **Email:** treasurer@ekenpark.org **Website:** www.ekenpark.org

Date organized: 1995 If a corporation, give date of incorporation: 2018

WI State Seller's Permit ID: _____

☒ We are not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats.

We have been convicted of a violation of Chapter 38.

Organization Officers	Name	City, State	Birthdate
President	Charles McNulty	Madison, WI	
Vice President	Benjamin Shannon	Madison, WI	
Treasurer	James (Jim) Wold	Madison, WI	
Secretary	Mike Zenz	Madison, WI	
Person in charge of event	Name Kaitlin Sonsalla	Phone 507-459-3545	Email kaitlinsonsalla@gmail.com

Event Information

Event Name: Eken Park Festival Event dates & time(s): Saturday, August 19, 2023 11am-8pm

Event Address: 700 block Mayer Ave, Madison WI 53704 Estimated Attendance: 1,000

Do the premises you want to license occupy *all* of the building/property? N/A No? Then please describe fully which parts of the property or building you want to be covered with this license. (Which section of the parking lot, which floor of the building, or which specific rooms in it. etc): This is a Street

Use only festival. All attendees will be on the street only or surrounding grass, which will be sectioned off with roadblocks and orange fencing.

Explain the purpose and nature of the event: Neighborhood festival

Describe your planned method of crowd control: Per Mar hired security, volunteer wardens (working in shifts, wearing vests), walkie talkies for communication, fencing, roadblocks, signage indicating alcohol may not leave designated areas.

How many security persons will you have on the licensed premises? Min 10 rotating volunteers, 1 Per Mar resource

Will food be served? ☒ Yes ☐ No

Will a tent be used? ☐ Yes ☒ No

Will the street be used? ☒ Yes ☐ No

Will wine be served? ☒ No ☐ Yes: of 2 per year Wholesaler/distributor/brewery who will supply fermented malt beverage: General Beverage

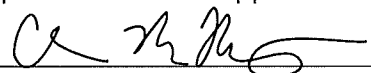
Quantities ordered: 14 kegs

(If serving wine) Wholesaler/distributor/winery who will supply wine: N/A

Quantities ordered:

Declaration

☐ The information provided in this application is true and correct to the best of my knowledge and belief.

Officer Signature  Date: 6/6/23

Printed name of **Officer** who is signing: Charles McNulty



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
6/6/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Ansay & Associates, LLC. 2901 W Beltline Highway Suite 202 Madison WI 53713	CONTACT NAME: Taylor Ryman	
	PHONE (A/C, No, Ext): 608-828-0255	FAX (A/C, No): 608-831-4777
	E-MAIL ADDRESS: taylor.ryman@ansay.com	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A : West Bend Mutual Insurance Company	15350
INSURED Eken Park Neighborhood Association P.O. Box 7162 Madison WI 53707-7162	EKENPAR-01	
	INSURER B :	
	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES **CERTIFICATE NUMBER:** 1099498715 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY	Y		B368661	8/19/2023	8/20/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
	☒ COMMERCIAL GENERAL LIABILITY						
	☐ CLAIMS-MADE ☒ OCCUR						
	GEN'L AGGREGATE LIMIT APPLIES PER:						
	☐ POLICY ☐ PRO-JECT ☐ LOC						
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	☐ ANY AUTO						
	☐ ALL OWNED AUTOS						
	☐ HIRED AUTOS						
	☐ SCHEDULED AUTOS						
	☐ NON-OWNED AUTOS						
	UMBRELLA LIAB						EACH OCCURRENCE \$
	EXCESS LIAB						AGGREGATE \$
	☐ OCCUR						\$
	☐ CLAIMS-MADE						
	DED						
	RETENTION \$						
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						WC STATUTORY LIMITS
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y/N					OTHER
	If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				E.L. EACH ACCIDENT \$
							E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$
A	Liquor Liability			B368662	8/19/2023	8/20/2023	Limit 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
Additional Insured status is extended from the general liability policy to the City of Madison specified in the written contract, signed prior to the loss.

CERTIFICATE HOLDER	CANCELLATION
City of Madison 215 Martin Luther King Jr. Blvd Madison WI 53703	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE

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STREET EVENT BEER/WINE SALES PERMIT APPLICATION

Permit fee is \$700.00.

Do you plan on selling beer/wine?

☒ Yes ☐ No

If Yes, please continue. If No, skip this form.

EVENT ORGANIZER INFORMATION

Name of Group: Eken Park Festival

Contact Person: Kaitlin Sonsalla

Address: 2625 Commercial Ave, Madison WI 53704

Work Phone: 507-459-3545

Phone During Event: 507-459-3545

Today's Date: 06/12/2023

BEER SALES PERMIT INFORMATION

Any Temporary Class "B" Retailers License application that is in conjunction with a Street Use Permit, must be submitted at least 60 days before the event date and be approved by the Alcohol License Review Committee and the Common Council. See Madison General Ordinance Sec. 38.05(9)(e)2.

Name of the Licensed Bartender: Erica Sylvia Talbot

Security Company: Per Mar Security

Have you applied for the Temporary Class "B" Retailers License (from the City Clerk's Office)?

☒ Yes ☐ No

Indicate Application Date: 06/12/2023

Have you submitted the Certificate of Insurance with a liquor liability naming the City of Madison as Additional Insured?

☐ Yes ☒ No

Indicate Application Date: 06/12/2023

Summary



Madison Parks Division
330 E Lakeside Street
Madison, WI 53715
<https://www.cityofmadison.com/parks>

This summary is not your license, permit or official registration, except in the case where information about a temporary permit is specifically listed on this summary. Please contact the agency administrator if you have questions.

Date: 6/12/2023
Time: 2:57 PM

Kaitlin Sonsalla
2625 Commercial Ave
Madison, WI 53704

Event Use (Special Event)

PRKSTU-2023-01877

Owner(s):

Phone: Fax:

EVENT INFORMATION

Name of Event	2023 Eken Park Festival
Event Type	One Day
Estimated Attendance	1000
Number of Days	1
Number of Recurrences	0

EVENT TYPE

Festival

SITE MAP

I understand I must attach a site map. I understand I must also attach a route map, if applicable

LOCATION INFORMATION

Other Location

Street Names and Block Numbers

PERMITS REQUIRED - BEER

Will beer/wine be sold?(\$)

Will beer/wine be served? (Free of charge)

I understand that a Certificate of Insurance with liquor liability, naming the City of Madison as additional insured is required

700 block Mayer Ave, Madison

Yes

No

I understand I must apply for the Temporary (Picnic/Beer) License to serve or sell beer/wine for this event

PERMITS REQUIRED - VENDING

Will food and/or merchandise be sold?(\$)
Yes

I understand I must submit the listing of the vendors and their seller ID# at least two weeks prior to the event

Estimate Number of vendors
14

PERMITS REQUIRED

Will there be Public Amplification?(\$)
Yes

SAFETY AND SECURITY

I understand that I must submit the Emergency Action Plan

EQUIPMENT RENTAL

Will you need equipment rental from the City of Madison?(\$)
No

Trash Barrels
0 Qty

Recycling Barrels
0 Qty

Dumpsters
0 Qty

Electrical Adaptors
0 Qty

EVENT MARKETING

Do you want this included in the Madison Parks calendar of events?
Yes

Event Website
fb.com/ekenparkfest

Notes

The Eken Park Neighborhood Association is excited to announce the 7th Annual Eken Park Festival! This year's festival will be held on August 19th and will continue to feature incredible musical talent from a wide range of genres, delicious local cuisine and beer, kids activities, and much more!

ACKNOWLEDGEMENT

I have read the acknowledgement

INDEMNIFICATION

I have read the indemnification

SIGNATURE

Signature
Kaitlin Sonsalla

Signature Date
03/09/2023

INSURANCE INFORMATION

I understand I may be required to provide insurance for my event, as determined by the City Risk Manager

ACCESSIBILITY PLAN

I understand I may be required to submit an Accessibility Plan, this requirement will be determined upon review of my application

I understand I should include any accessibility setup in my site map

EVENT DATES	1	Setup Date	08/19/2023
		Setup Time	7:00 AM
		Event Start Date	08/19/2023
		Event Start Time	11:00 AM
		Event End Date	08/19/2023
		Event End Time	8:00 PM
		Cleanup Completed Date	08/19/2023
		Cleanup Completed Time	9:00 PM
PUBLIC AMPLIFICATION DATES	1	Start Date	08/19/2023
		Start Time	11:00 AM
		End Date	08/19/2023
		End Time	8:00 PM

Attached Documents

ite Map	Step3StreetEventSiteMap2023.docx
mergency Action Plan	Step4EmergencyActionPlan2023.doc
lean Up and Recycling Plan	Step6CleanUpRecyclingPlan2023.doc
ither	Step11AmplificationPermitApp2023.doc
endor Permit	Step13VendingLicenseApp2023.doc

Christianson, Eric

From: licensing
To: Picnic Beer with Street Use Permit application group
Cc: Sector 500
Subject: Eken Park Fest picnic beer with street use PERCPS-2023-00107
Attachments: PERCPS-2023-00107 Eken Park Festival.pdf

Application attached:

Eken Park Festival
700 Block of Mayer St
8/19/2023

Please reply with approvals and consents.

Eric Christianson
Certified Municipal Clerk

City of Madison City Clerk's Office
City-County Building-Room 103,
215 Martin Luther King Jr. Blvd. #159
Madison, WI 53703
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FAX: (608) 266-4666
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Follow us on Twitter [@MadisonWIClerk](https://twitter.com/MadisonWIClerk)

"We exist to assist"