

**STATE FAIR PARK CROWD AND
TRAFFIC CONTROL SERVICES GRANT
AGREEMENT**

2024-2026

THIS AGREEMENT is entered into by and between the City of West Allis, Wisconsin, a municipal corporation and body politic ("City"), and the State Fair Park Board, a Wisconsin state board attached to the department of tourism and created under Wis. Stat. § 15.445(4)(a).

RECITALS

WHEREAS, Section 277 of 1991 Wisconsin Act 269 created a crowd and traffic control services grant program for the City under Wis. Stat. §42.12; and

WHEREAS, state law provides that the Board may not award such a grant unless all of the following conditions are met:

- ▶ The City submits a plan to the Board detailing the proposed use of the grant.
- ▶ The Board approves the plan submitted by the City.
- ▶ The City enters into a written agreement with the Board under which the City agrees to comply with conditions specified by the Board for use of the grant, including an agreement to comply with any reporting and auditing requirements specified by the Board.
- ▶ City agrees to submit to the Board, within 3-6 months after the grant proceeds are fully expended, a report detailing the use of the proceeds of the grant.

NOW, THEREFORE, the parties hereby mutually agree as follows:

1. Conditions. The City shall comply with conditions specified by the Board for use of the grant, including any reporting and auditing requirements specified by the Board
2. Reporting. The City shall submit to the Board, within 3-6 months after the grant proceeds are fully expended, a report detailing the use of the proceeds of the grant. The City shall endeavor to provide the report prior to the Board's October meeting.
3. Submission and Approval of Plan. The City has submitted the attached plan to the Board detailing the proposed use of the crowd and traffic control services grant authorized by Wis. Stat. § 42.12, and the Board has approved that plan.
4. Term. This agreement shall commence on the date it is fully executed by the parties and shall terminate on December 31, 2026.
5. Events. The City shall provide all services within the crowd and traffic control services plan for the following events held at the state fair park:
 - a. Wisconsin State Fair 2024 (scheduled for August 1-11, 2024)
 - b. Wisconsin State Fair 2025 (scheduled for July 31 to August 10, 2025)
 - c. Wisconsin State Fair 2026 (scheduled for August 6-17, 2026)
6. Award Amount. The Board awards annual Crowd and Traffic Control grants of:
 - a. \$58,300 by November 30, 2024
 - b. \$66,700 by November 30, 2025
 - c. \$75,000 by November 30, 2026
7. Authorization. The City and Board have authorized the execution of this Agreement between the parties by their respective signatories.

IN WITNESS WHEREOF, by execution of this Agreement, the City and Board agree to be bound by its terms and provisions.

CITY OF WEST ALLIS

By: 
 DocuSigned by:
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Date: 6/17/2024

Name: Dan Devine

Title: Mayor

WISCONSIN STATE FAIR PARK
BOARD

By: 

Date: 6.19.24

Name: Shari Black

Title: CEO

STATE FAIR PARK CROWD AND TRAFFIC CONTROL PLAN

The specific services in each department are a result of the additional crowds and vehicular traffic that come as a result of the annual 11-day State Fair taking place at State Fair Park. Included within this context are inspectors which provide for the safety of traffic and people. By providing a safe environment for both, advanced planning is undertaken for safe handling and movement in the event of an emergency condition.

General financial support to the City for services provided to State Fair Park during non-event periods of time is generally reimbursed to the City through the Annual Payment for Municipal Services (PMS). This grant specifically provides reimbursement for the City people, equipment, and materials involved in providing services for City activities related to the additional crowds and vehicular traffic that come as a result of the 11-day annual State Fair.

This grant from the State Fair Park Board to the City of West Allis for additional crowd and traffic control services rendered is of mutual benefit to both organizations. The State Fair Park Board will make this grant to the City which will enhance the operations of the State Fair Park and provide financial resources to the City for the crowd and traffic control services described below:

A. ENGINEERING DEPARTMENT

1. In conjunction with Public Works and Police Department, prepare detailed Traffic Management Plan.
2. Submit the plan for consideration by the State Fair Park Board and staff. The plan shall be returned to the City by July 1.

B. PUBLIC WORKS DEPARTMENT

1. Implement Traffic Management Plan by providing adjustments to traffic operations (signalization, signage, channelization, and parking control) to aid traffic flow and minimize congestion.
2. Maintain and clean streets and boulevards around State Fair Park through pick up and sweeping of streets, and right of ways of refuse, litter, and debris left by crowds as they attend the 11-day annual State Fair.

C. POLICE DEPARTMENT

1. Implement approved traffic management plan by providing parking and traffic control assistance to benefit circulation around State Fair Park.
2. Provide police and investigative services to maintain a safe environment surrounding the State Fair Park area before, during and after event for the crowds of people coming and going.
3. Support the State Fair Park in preparing crowd evacuation plans at State Fair Park and in executing them in the event of a fire, disaster, or crime/security incident.
4. Provide information to the crowds of event visitors as to City and other services and facilities available in and around the State Fair Park.

B. FIRE DEPARTMENT

1. Mitigation and extinguishment of any fire on all State Fair property during the run of the annual State Fair event.
1. Mitigation of non-fire emergencies that may occur during Annual State Fair (i.e., fires natural gas leaks, gasoline spills, people trapped in elevators, power failures, etc.).
2. Provide staffing for all non-emergency responses during event.
3. Complete fire investigation reporting for any fires that occur on State Fair property during the run of the annual State Fair,
4. Coordination of fire investigation with State Fair Police, State Fair Fire Marshal, State Fire Marshal's Office, and any other applicable law enforcement agency as needed.
5. Meet with insurance company representatives and State Risk Management personnel as needed.
6. Inspection of State Fair grounds to ensure access to hydrants and fire department sprinkler connections as needed.
7. Inspection of roadways for access by fire department equipment and emergency medical services as needed.
8. Meet with State Fair Park staff to ensure all operational issues are addressed as needed.
9. Conduct fire inspections of vehicles and equipment displayed within buildings within State Fair to assure compliance with applicable adopted state fire codes.
10. Review and approve all hazardous displays, to include and not limited to fireworks or pyrotechnics (referred to in the adopted state fire code as "flames before a proximal audience),
11. Inspection of all tents and bleachers used within the State Fair Park.
12. Assist and review building evacuation plans prepared by State Fair Park Staff as requested.
13. Conduct site inspections (and re-inspections when warranted), of fire protection equipment and devices in both permanent structures on State Fair property as well as in mobile vendors.
14. Review of emergency medical reports generated by any non-municipal EMS providers for all patients treated at State Fair,
15. Assist and review emergency plan prepared by State Fair Park staff for amusement rides and attractions.
16. Develop and review operating guideline for high angle rescue (use with Sky Glider and other large-scale amusement rides).
17. Practical training of personnel on high angle rescue at State Fair Park.
18. Draft, review, revise, and submit required special event plan to the State of Wisconsin Department of Health Services and Milwaukee County Medical Director.
19. Provide advanced life support treatment and transport for patrons, staff, and vendors of the Wisconsin State Fair. *note - EMS patient who require or request transport to a medical facility are subject to billing at the rates as adopted by the West Allis Common Council.

D. BUILDING INSPECTIONS DEPARTMENT (Code Enforcement)

1. Conduct inspections of plumbing facilities as they relate to drinking water systems in buildings and other facilities at State Fair Park.

E. HEALTH DEPARTMENT

1. Maintain and inspect for proper licensing vendors outside Fair Park serving the Park visitors.
2. Provide information and referrals to patrons and vendors as to noise and health considerations upon request.
3. Investigate communicable disease reports.