

8.



City of West Allis

Matter Summary

7525 W. Greenfield Ave.
West Allis, WI 53214

File Number **Title** **Status**

2008-0208 **Request** **In Committee**

Downtown West Allis Business Improvement District (BID) requesting permission to use the public parking lot on the south side of Greenfield Avenue between 73 and 72 Streets, parking restrictions, and the use of signs and supplies from the Department of Public Works to hold the Downtown West Allis BID Merchants Appreciation Picnic on May 28, 2008 from 11:00 a.m. - 1:00 p.m.

Introduced: 4/14/2008

Controlling Body: Public Works Committee

COMMITTEE RECOMMENDATION Approve

	MOVER	SECONDER		AYE	NO	PRESENT	EXCUSED
ACTION DATE:	_____	_____	Barczak				
<u>4-14-08</u>	_____ ✓	_____	Czaplewski				
	_____	_____	Dobrowski				✓
	_____	_____	Kopplin	✓			
	_____	_____	Lajsic				
	_____	_____	Narlock	✓			
	_____	_____	Reinke				
	_____	_____	Sengstock	✓			
	_____	_____ ✓	Vitale	✓			
	_____	_____	Weigel				
			TOTAL	<u>4</u>			<u>1</u>

SIGNATURE OF COMMITTEE MEMBER

Paul J. Weigel _____ _____
Chair Vice-Chair Member

COMMON COUNCIL ACTION **APPROVAL**

	MOVER	SECONDER		AYE	NO	PRESENT	EXCUSED
ACTION DATE:	_____	_____	Barczak	✓			
<u>APR 14 2008</u>	_____ ✓	_____	Czaplewski	✓			
	_____	_____	Dobrowski				✓
	_____	_____	Kopplin	✓			
	_____	_____	Lajsic	✓			
	_____ ✓	_____	Narlock	✓			
	_____	_____	Reinke	✓			
	_____	_____	Sengstock	✓			
	_____	_____ ✓	Vitale	✓			
	_____	_____	Weigel	✓			
			TOTAL	<u>9</u>			<u>1</u>

DOWNTOWN WEST ALLIS BUSINESS IMPROVEMENT DISTRICT

7231 West Greenfield Avenue • Suite 201 • West Allis, Wisconsin 53214 • (414) 774-2676 • Fax (414) 774-7728
www.downtownwestallis.com

March 26, 2008

Mayor Jeannette Bell and Common Council Members
City of West Allis, City Hall
7525 W. Greenfield Ave.
West Allis, WI 53214

OFFICE OF THE MAYOR
RECEIVED

MAR 28 2008

WEST ALLIS, WI

RECEIVED

MAR 28 2008

CITY OF WEST ALLIS
CLERK/TREASURER

Dear Honorable Mayor Bell and Common Council Members:

The Promotions Committee of the ***Downtown West Allis Business Improvement District*** is requesting permission to use the public parking lot on the south side of Greenfield Avenue between 73rd & 72nd Streets behind Avant-Garde as a location to hold the ***Downtown West Allis BID Merchants Appreciation Picnic on Wednesday, May 28, 2008 from 11:00am until 1:00pm.***

Our plans are to prepare the food at Avant-Garde and serve and enjoy it in the parking lot. In the past the BID has requested the assistance from the City of West Allis for parking restrictions and the use of signs and supplies to ensure event safety. We are grateful for your support and request the use of:

- **“No Parking” signs placed in the public parking lot south of Greenfield Avenue behind Avant-Garde.** We ask that parking in this lot be restricted from 6am until 2pm on Wednesday, May 28th.
- **Barricades on either side of the public parking lot** to create a picnic-type area for merchants to enjoy their food and socialize. If possible we request 2 barricades on each side of the public parking lot.
- **Alleyways will remain open.**
- We, also, ask for your assistance in providing the use of **6 picnic tables** for our food area.
- Please deliver signs, barricades and picnic tables to the public parking lot by 6am on Wednesday, May 28th. They can be picked up any time after 2pm on Wednesday, May 28th.

The BID holds a one-million dollar event insurance policy with the City of West Allis listed as an additional insured (see attached).

The BID extends its thanks to Mayor Bell and the Common Council for their continued support. Please also send further thanks to Public Works and the Police Department for their services. If you have any questions, please call the BID office at 774-2676.

Sincerely,



Jackie Ellington
DWA – BID, President

ACORD CERTIFICATE OF LIABILITY INSURANCE

OF ID #W
DOWNT-1

DATE (MM/DD/YYYY)
03/27/08

PRODUCER

Icon Insurance Service Corp
555 S Industrial Dr #13
Hartland WI 53029
Phone: 262-367-7550 Fax: 262-367-7659

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURED

Downtown West Allis BID
Brian Fraiss
7231 W Greenfield Ave.
West Allis WI 53214

INSURERS AFFORDING COVERAGE

NAIC #

INSURER A: Zurich Insurance Co.
INSURER B:
INSURER C:
INSURER D:
INSURER E:

COVERAGES

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. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR ACCT# LTR / ISSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJ <input type="checkbox"/> LOC	PPS 42919275	01/17/07	01/17/09	EACH OCCURRENCE \$1,000,000
					DAMAGE TO RENTED PREMISES (EA OCCURRENCE) \$1,000,000
					MED EXP (Any one person) \$10,000
					PERSONAL & ADV INJURY \$1,000,000
					GENERAL AGGREGATE \$2,000,000
					PRODUCTS - COMP/OP/AGG \$2,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS				COMBINED SINGLE LIMIT (EA accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN AUTO ONLY: EA ACC \$ AGG \$
	EXCESS/UMBRELLA LIABILITY <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE DEDUCTIBLE \$ RETENTION \$				EACH OCCURRENCE \$ AGGREGATE \$ \$ \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below	PPS 42919275	01/17/08	01/17/09	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$100,000 E.L. DISEASE - EA EMPLOYEE \$100,000 E.L. DISEASE - POLICY LIMIT \$500,000
	OTHER				

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

The following events: Bid Merchants Appreciation Picnic 05/28/08; West Allis Ala Carte 06/08/2008; Classic Car Show 10/5/08; Holiday Stroll/Christmas on the Avenue 12/06/08; Halloween Meet & Treat 10/25/08.
City of West Allis is listed as an Additional Insured per the attached form added to the policy.

CERTIFICATE HOLDER

CANCELLATION

City of West Allis
City Hall
7525 W Greenfield Avenue
West Allis WI 53214

CITY OF W

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE
Sandra E Spanaus



CITY CLERK/TREASURER'S OFFICE
414/302-8200 or 414/302-8207 (Fax)
www.ci.west-allis.wi.us
Paul M. Ziehler
City Admin. Officer, Clerk/Treasurer
Monica Schultz
Assistant City Clerk
Rosemary West
Treasurer's Office Supervisor

April 17, 2008

Ms. Jackie Ellington
Downtown West Allis Business Improvement District
7231 W. Greenfield Ave.
West Allis, WI 53214

Dear Ms. Ellington:

On April 14, 2008 the Common Council approved your request to use the public parking lot on the south side of Greenfield Avenue between 73 and 72 Streets, parking restrictions, and the use of signs and supplies from the Department of Public Works to hold the Downtown West Allis BID Merchants Appreciation Picnic on May 28, 2008 from 11:00 a.m. – 1:00 p.m.

Sincerely,

Monica Schultz
Assistant City Clerk

/jml

c: Mike Pertmer
Fire Department
Police Department