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# **BIKE NIGHT 2007 EVENT PLAN**

# **Starting and Ending dates:**

Starting

**Thursday May 24, 2007** 

Ending

Thursday August 30, 2007

A Total of 15 weeks (Depending on Rain).

## **Times of Events:**

**Gates** 

5:00p.m. til 10:30p.m.

Live entertainment

7:00p.m. til 9:30p.m.

Food Tent

6:00p.m. til 10:00p.m.

**Beer Tent** 

6:00p.m. til 10:00p.m.

Vendors

5:00p.m. til 10:00p.m.

# **Security**

6 video surveillance Cameras covering all of the Bowl-a-Vard parking lot. 4 security personal will be on hand over seeing the fenced off area of event. 21 over Wristbands will be issued to all patrons. An orange security fence will be put up around the event.

## **Personal**

2 employees will be issued to each concessions tent.

# Food & Beverage

No beverages will served or sold in glassware. Food will be served in paper boats. Last call for food & beverage will be at 10:00p.m.

# Bowl-A-Vard Lanes Security Plan 7/1/2005

#### Type of entertainment establishment will offer:

DJ, band or juke box if requested by persons for wedding receptions, bowling tournaments, retirement/birthday/anniversary parties, special occasion events, most often dancing on weekends with music from the juke box.

#### Number/Utilization of Security Personnel

For DJ, band (& jukebox dancing on weekends) one in-house security person for each 50 patrons shall be on duty. All security personnel will wear a shirt that will distinguish them from the patrons. From the time the music ends and for 30 minutes afterwards, one-half of all security shall be stationed outside the premises to assist and encourage patrons to leave safely.

Security staff shall regularly patrol both the women's and men's bathroom facilities for the entire building.

#### Control & Clearance of Parking Lot

Video cameras are mounted to cover the entrance, exits and most of the interior of the premises. Tapes will be made available upon request to the MPD.

Security staff shall patrol the entire parking lot on a regular basis.

Licensee shall conspicuously post in its parking lot area the following signage. No Trespassing/Loitering. Section 23.07 (2), Madison General Ordinances, makes it unlawful for any person to enter or remain on any property of another or to enter or remain in any building or another after having been notified by the owner or occupant not to enter or remain on such premises. Any violator will be subject to a penalty of no less than \$50 nor more than \$300 plus costs. Madison police officers are authorized to arrest any person violating this provision without any further additional warning or notice to you. If you are not a patron or not here on official business with the owner or the owners' agent, or you are a patron, but you are loitering in the parking area, leave the parking area immediately.

#### **Unruly Patrons**

Licensee will familiarize all security staff with provisions of Madison General Ordinances Section 38.06(10), the unruly patron ordinance. When a patron acts in a manner that is violent, abusive, indecent, profane, boisterous, or otherwise disorderly, licensee will immediately contact the police and request that the police invoke the provisions of the ordinance.

#### Patrons who are Intoxicated

Licensee, its agents, and employees may not sell, dispense, or give away alcohol to any person who is under the influence of alcohol beverages as that term is defined in Madison General Ordinances Section 38.02, nor shall a person be permitted on the premises.

When a customer has been "cut off", the server will notify the other employees and manager. Management will support the server's decision to terminate service to any customer. If a customer is too impaired to drive safely, licensee will try to persuade the customer not to drive and offer a ride with "Safe Rider" or taxi. If the customer refuses, management will notify the MPD with a description of the person and the license plate number of the vehicle if possible.

#### Patrons Presenting False ID's

All ID cards used to prove age must be valid and government issued. If the ID appears questionable, the employee shall request a second form of ID. The employee shall make sure that the individual purchasing the liquor resembles the ID. All employees are encouraged to ask questions relating to their ID to verify the information. If the employee checking an ID has a strong suspicion that an ID is false, altered, or belongs to someone else, the employee shall confiscate the ID and turn it over to management to be presented to the police.

### Control/Supervision of Patrons under 21

Proof of age will be required for anyone who appears 30 years or younger. Service will be refused to anyone without proper identification. For each pitcher sold, an ID will be requested for each person receiving a glass. Separate glasses will be used to distinguish soda from alcoholic drinks.

Parents requesting alcoholic beverage service for their underage child will be refused. In addition, any spouse requesting alcoholic beverage service for their underage spouse will be refused.

#### Police Assistance

The MPD will be called in a timely manner any time management has information to believe a crime has been or is about to be committed, or when a threat or act of violence occurs on the premises or off premises in areas that would be considered in view or earshot of the establishment.

## Handling of Disturbances

Security or management will ask anyone who is fighting to leave. If necessary, security or management will call the MPD for assistance. Licensee will permanently refuse admittance to any chronic problem customer.

#### **MEMO**

TO:

Santiago Rosas

FROM:

DONALD BUSSAN, Proprietor

DATE:

November 9, 2006

RE:

Bike Night at Bowl-A-Vard Lanes

A few weeks ago I contacted you to discuss my proposal of hosting a "Bike Night" on Wednesday evenings during the spring and summer outside at Bowl-A-Vard Lanes.

Since our phone conversation, I have gotten in touch with Matt Tucker at the Department of Planning and Zoning. We discussed my proposal in detail and he urged me to go ahead with my plans. Therefore, I wanted to let you know that I will fill of the paperwork needed so that it can be taken up at the City Council meeting on December 6<sup>th</sup>.

I am currently in the process of putting together a very thorough and detailed. With your leadership I believe that we can get this passed. Please let me know if you would like to meet with me before the Council meeting on December 6<sup>th</sup> for a complete update of my proposal. I can be reached at 206-4456.

Your continued support is appreciated.