



Legislation Text

File #: 69972, **Version:** 1

Title

Request from the Madison Yacht Club for the use of Marshal Park for the 2023 E Scow Nationals, a sailboat regatta, on September 6 - 11, 2023.

Body

Madison Parks staff proposes the following conditions for the Facilities Programs and Fees Subcommittee's consideration:

THE APPLICANT FOR A PARK EVENT PERMIT SHALL AGREE TO INDEMNIFY, DEFEND, AND HOLD THE CITY AND ITS EMPLOYEES AND AGENTS HARMLESS AGAINST ALL CLAIMS, LIABILITY, LOSS, DAMAGE, OR EXPENSE INCURRED BY THE CITY ON ACCOUNT OF ANY INJURY TO OR DEATH OF ANY PERSON OR ANY DAMAGE TO PROPERTY CAUSED BY OR RESULTING FROM THE ACTIVITIES FOR WHICH THE PERMIT IS GRANTED.

Marshal Park Boat Launch Agreement: Compliance with the Marshal Park Boat Launch Agreement made between the City and Madison Home Brewers and Tasters Guild, Ltd. is required. Anything in this Park Event Permit that contradicts the Marshal Park Agreement is not valid and shall be superseded by the Marshal Park Agreement.

Notification: Organizer must notify area alder(s) at least 30 days prior to the event. Provide the alder with event information, including: location, date, schedule, activities, etc. The alder(s) to notify for this event is: Keith Furman - district19@cityofmadison.com <<mailto:district19@cityofmadison.com>>.

Insurance: Certificate of insurance is required: "Organizer shall provide evidence of a \$1,000,000 per occurrence Commercial General Liability policy with the City of Madison, its officers, officials, agents and employees listed as additional insureds."

Setup: Organizer will contact the West Parks Maintenance Supervisor, Chad Hughes, at cmhughes@cityofmadison.com at least 30 days prior to your event to review site plans. Organizer must abide by all recommendations/stipulations provided by the Maintenance Supervisor.

Signage: Organizer must post notice of the event in the boat launch kiosk at Marshal at least two weeks prior to September 6, 2023 indicating the dates and times of the event. The sign must state that public access and boat launch parking will be closed on the days of the event.

Marshal Boats: Organizer must contact and coordinate activities with Marshal Boats, tyler@madisonboats.com <<mailto:tyler@madisonboats.com>>.

Temporary Structures: If using temporary structure(s) (e.g. tents, stages, inflatable structures, etc.), organizer will contact Digger's Hotline (811) approximately ten days before 9/6/23. There is a fee(s) for temporary structures.

Setup: Organizer will submit a detailed parking/traffic plan for the event. - on file.

Setup: Organizer will be responsible for ordering and paying for enough portable toilets for the event, based on expected attendance.

Setup: Organizer is responsible for cordoning off the portion of the parking lot that will be used for the event.

Setup: Any overnight security for event site is the responsibility of the organizer. Madison Parks is not responsible for any damage to or theft of event property/equipment in the park.

Damage Deposit: Organizer will leave a \$3000.00 refundable damage deposit with the Parks Office and agrees to be responsible for any damage to the park that occurs as a result of the event. This can be done via check or charge, but it **must** be separate from your invoice payment.

Fee Due Date: All fees will be paid and deposits made at least two weeks before the event. We accept cash, check, or charge (VISA or MasterCard). To make a credit card payment via phone, please call (608) 264-9289. Please make checks payable to City Treasurer and mail to:
City of Madison Parks Division / 210 Martin Luther King, Jr. Blvd. Rm 104/ Madison, WI 53703

Vending, Amplification: There will be no vending or amplification at the event.

Food Distribution: Organizer will follow all Health Department requirements and recommendations concerning food in the park.

Park Rules:

- No glass containers are permitted in the park.
- No driving or parking of vehicles on grass except where previously approved by Madison Parks.
- No permanent marking of the parking lots, paths, sidewalks or streets is allowed. Chalk may be used, but not spray paint, spray chalk, or stickers.

If you require assistance or experience any unforeseen issues during your event, please contact the Park Rangers at (608) 235-0448.

Organizer is responsible for all cleanup after event. If city resources are required for cleanup, the organizer will be billed for those costs.

Parks staff will review the event for compliance to the established conditions and determine what remediation (if any) is needed and/or establish considerations for future events.

Estimated Fees

Application Fee:	\$50.00
Scheduling Fee:	\$1500.00
Shelter Reservation Fee:	\$755.00 (2 full weekdays, 3 full weekend days)
Temporary Structure permit fee:	<u>\$110.00</u>
Tentative Total	\$2415.00

Additional Fees: Marshal Boat Launch Agreement: TBD