



## Legislation Text

File #: 70992, Version: 1

### Title

Request by Wil-Mar Neighborhood Center to extend Madison Park hours at McPike Park for La Fete de Marquette event activities, including amplification and beer sales, to 11:00 PM, July 15 & 16, 2022 at McPike Park.

### Body

PA Extension: July 15 & 16, 2022, from 10 - 10:45 PM, Sound Limit: 75 dB, 150 ft from the source.

### The following conditions, for the entire series, have been approved by the Board of Park Commissioners previously:

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.

### BEFORE EVENT

**COVID-19:** If [Public Health Madison and Dane County <https://www.publichealthmdc.com/coronavirus>](https://www.publichealthmdc.com/coronavirus) issues any emergency orders spanning the date of this event, organizers must review and adhere to the orders and any [recommendations and guidelines <https://www.publichealthmdc.com/coronavirus/recommendations-and-guidance>](https://www.publichealthmdc.com/coronavirus/recommendations-and-guidance) that would affect the size or setup of the event. If these orders, or any future order have restrictions on gatherings of people, the orders in place at the time supersede and may invalidate any approved park event permit.

**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 to notify for this event is: Brian Benford - [district6@cityofmadison.com](mailto:district6@cityofmadison.com) <<mailto:district6@cityofmadison.com>>

**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." (If beer will be sold, this certificate must include liquor liability.)

**Police notification:** Please contact the Central Madison Police District, 608-261-9694 or the Central District web site to give them information about your event.

**Street Use:** If the event will close street(s) or remove parking, event organizer must apply for a Street Use Permit

**Setup:** Organizer will contact the Interim Central Parks Maintenance Supervisor, Chad Hughes, at [cmhughes@cityofmadison.com](mailto:cmhughes@cityofmadison.com) at least 30 days prior to the first Sessions at McPike Park to review site plans. Organizer must abide by all recommendations/stipulations provided by the Maintenance Supervisor.

**Electricity:** If event is using the high-amp concert power, the organizer is required to hire a professional electrician (Journeyman level or higher) to connect and disconnect the event electricity. Organizer will need a key for the restroom building in order to access the electricity. A key may be obtained when the electrician organizer hires meets with the Park's Electrician, Paul Janes at [pjanes@cityofmadison.com](mailto:pjanes@cityofmadison.com) or 608-209-3578.

There is a \$50 refundable deposit for this key.

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

**Setup:** No vehicles may be driven or parked on the grass. The park bike paths may be used to bring equipment, tents, and staging into and out of the park. Vehicles must be removed promptly after unloading/loading, and shall not remain in the park for extended periods of time.

**Alcohol:** If alcohol will be sold at the event, organizer will request a Beer/Wine Sales Permit and a Temp B Permit.

**Park Use:** Organizer will pick up keys to access the electrical pedestals on the Great Lawn in the Parks office a few days before 7/12/2022, in exchange for a refundable \$50.00/key deposit.

**Park Use:** Organizer must comply with the attached "McPike Park Staking Policy" in regard to placing temporary structures on the Great Lawn.

**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 7/12/22.

**Damage Deposit:** Organizer will make 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) 266-4711.

Please make checks payable to City Treasurer and mail to:

City of Madison Parks Division / 210 Martin Luther King, Jr. Blvd., Room 104 / Madison, WI 53703

**Vending:** Organizer will furnish the Parks Office with a complete list of vendors at least two weeks in advance.

## **DURING EVENT**

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

**McPike Park Restrooms:** Access to the public restrooms must not be restricted at any time.

**Park Use:** Organizer is responsible for keeping attendees off railway right of way at all times. A plan must be submitted with the event application. If attendees are observed in the railway right of way, then Parks Division staff will take over enforcement of safety and organizer will be charged a rate of \$75 per hour per staff for the remainder of the event. This cost will be taken out of the security deposit. Failure to keep attendees off the railway right of way will be taken under consideration of the event application in future years.

**Amplified Sound:** A PA2 permit will be issued for amplification. Sound shall be limited to 95 decibels (dB) at the sound board or 125' from the amplification source if no sound board is present. Sound will be monitored by Parks staff with an octave band meter. If readings are above 95 dB during the measurement period, non-compliance action will commence.

Thursday, July 14: PA2 4:30pm-10pm

Friday, July 15: PA2 5pm-10:45pm

Saturday, July 16: PA2 12pm-10:45pm

Sunday, July 17: PA2 12pm-10pm

- Non-compliance action

A warning will be given to comply with the conditions of the PA2 permit. If a second warning is required, a citation will be issued to the responsible party for violation of MGO 8.29. A third violation will result in the

amplification being ordered to cease immediately.

**Park Rules:**

- No glass containers are permitted in the park.
- No driving or parking of vehicles on grass.
- Absolutely no vehicles are allowed to enter the park through the Few Street Entrance.
- 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.

**AFTER EVENT**

Organizer is responsible for replacing hand hold covers along Ingersoll Street after event.

Organizer is responsible for all cleanup during and 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 true impact to the public and City's operations. This review will determine what remediation (if any) is needed, establish considerations for future events and/or establish a requirement for Board of Park Commission or Facilities, Programs and Fees Subcommittee's approval of future permitting.