

Jill Nyland, requesting the use of Olbrich Park on September 28, 2013 for a Garden Half Marathon, a fundraiser for Children’s Voice, Inc.

Parks Staff recommends approval, with the following conditions:

1. Aldermanic notification (already done).
2. Organizer will apply for a Parade Permit and a Street-Use Permit for the marathon (already done).
3. Organizer will arrange a site plan meeting, at least two weeks in advance, with Craig Klinke, the East Parks Supervisor (cklinke@cityofmadison.com or 246-4508), and agrees to any and all site recommendations he will make.
4. Park fees will be paid at least one week prior to the event.
5. Organizer will post a \$3,000 damage deposit with the Parks Division prior to the event and acknowledges that this organization will be responsible for any and all actual field renovation costs which may result from this event.
6. Organizer will provide a certificate of insurance covering this event, including liquor liability, and naming the City of Madison as “additional insured.”
7. Organizer understands that permanent painting or marking of public streets, sidewalks, paths, trees, or signs is not permitted.
8. Organizer understands that no parking on the grass is allowed, will convey this to participants, and will have a volunteer to monitor and assist with parking at the lake side of the park.
9. Organizer will be responsible for providing portable toilets at the race start and near the beer tent.
10. Organizer will be responsible for full clean-up of the park after the event.
11. Organizer will follow all Parks and Police requirements for the sale of beer, including a double-fenced beer garden, licensed bartenders, and security.
12. In connection with the tents and arch that will be set up in the park, organizer will contact Digger’s Hotline approximately 10 days before the race, and will then provide the ticket number to the Parks Office.
13. Amplification will be allowed for a band from 11am – 1:30pm, and also for announcements from 7am – 8am. The sound must be kept at a reasonable level at all times, and particularly early in the morning.
14. Organizer will follow the safety and security plans submitted in her application.
15. If any food is prepared on site, organizer will follow Public Health requirements and regulations for food safety.
16. Organizer will provide extra trash barrels (or rent them from Parks) for the beer tent.
17. Organizer understands that the Olin Pavilion has already been reserved for a wedding on September 28, and will make sure that runners do not block access to the park.
18. Organizer will pick up the key to the Olin gate in the Parks Office a few days before the event, in exchange for a refundable \$75 deposit.

Estimated Fees:

Scheduling Fee	\$200
Amplification Permit	\$100
Temporary Structures	\$400 (for tent and arch)
Vending Permit	\$275
Beer-Selling Permit	<u>\$450</u>
	\$1425