



City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Meeting Agenda - Final

BOARD OF PARK COMMISSIONERS

*Ald. Santiago Rosas, Ald. Paul E. Skidmore, William Barker, Randall L. Glysch,
Betty Chewning, Emanuel Scarbrough, Betty N. MacDonald*

Wednesday, April 19, 2006

6:30 PM

1625 Northport Dr. (WPCRC)

CALL TO ORDER

NOTE: This agenda has been recorded with the City Clerk's Office. The meeting notices and agenda have been posted. If you need an interpreter, materials in alternate formats, or other accommodations to access this service, activity, or program, please contact the Parks Division at 266-4711, TDD #267-4980. Please do so 48 hours prior to the meeting date so proper arrangements can be made in a timely fashion.

I. ROLL CALL

II. PUBLIC COMMENT

(3-minute speaking limit for items not on Agenda)

III. APPROVAL OF MINUTES

A. Minutes of the Regular Meeting of March 8, 2006

RECOMMEND APPROVAL

IV. COMMITTEE REPORTS

A. Olbrich Botanical Society Minutes of February 21, 2006 Meeting

RECOMMEND ACCEPTANCE

V. REPORT OF THE PRESIDENT OF THE PARK COMMISSION

VI. REPORT OF THE SUPERINTENDENT OF PARKS

A. Written Report of Supervisor's Activities

B. Informational

- 1. Warner Park Community Recreation Center - Quorum Issues*
- 2. Letter from Department of Botany regarding Boardwalk at Cherokee Marsh*
- 3. E-Mail Thank you from Michael Oliver regarding Community Gardens at Reindahl Park.*
- 4. Letter from David E. Miran regarding mooring field*

VII. PUBLIC LISTENING SESSION - 7:00 p.m.

A. Expansion of Park Meadow Areas

1. *E-Mail from Teddy Zehner in Support*
2. *Letter from McClellan Park Neighborhood Association*
3. *E-Mail from Judy Pollock regarding Kennedy Park*

GENERAL DISCUSSION & RECOMMENDATION

VIII. CORRESPONDENCE, RESOLUTIONS, ORDINANCES

- A. [03096](#) Authorizing the Mayor and City Clerk to enter into a Use Agreement with the YMCA of Dane County, Inc. for the YMCA's non-exclusive use of Elver Park for a summer day camp in 2006 with the possibility of a one year renewal.

RECOMMEND APPROVAL

- B. [03208](#) Determining a public purpose and necessity and adopting a relocation order for the City of Madison to acquire the land interests required for the planned public water lateral needed for the Goodman Park Maintenance Facility. 13th Ald. Dist.

RECOMMEND APPROVAL

- C. Request of Heather Senger, Marketing Manager of University House Communities of Madison to host and event in conjunction with the All Campus Party on April 28, 2006 from 11:00 a.m. to 3:00 p.m. at James Madison Park.

STAFF RECOMMENDS APPROVAL BASED UPON THE ORGANIZER'S AGREEMENT TO THE FOLLOWING TERMS:

1. *Aldermanic and Neighborhood notification (completed).*
2. *Organizer will notify Madison Police Central District Captain Schauf regarding the picnic plans and agree to hire the recommended number of off duty police officers to work the event*
3. *Organizer will submit and reconcile all applications, permits and fees one week prior to event.*
4. *Organizer understand and will agree to uphold all Park regulations including the prohibition of alcohol, dog and glass in the park throughout the course of the event. There is very limited parking in the Park. No vehicles or equipment will be permitted to park on the grass before, during or after the event.*
5. *Organizer will contact the East Parks Maintenance Supervisor at least one week prior to event to discuss the organizer's plan for portable toilets (minimum of six to be required), temporary structures, refuse removal and park clean up.*
6. *Organizer will provide a certificate of insurance naming the City of Madison as additional insured. (done)*
7. *Organizer will be responsible for the clean up of the event area immediately after the event concludes.*
8. *Organizer will post a \$1,000 cash deposit at the Park office prior to the event with the understanding that it will be responsible for any and all actual park restoration costs that may be necessary as a result of the event on any municipal parklands.*

- D. Request of Gregor and Bart O'Shea of the Madison Police Department to host the Day of the Dogs on Saturday, July 15, 2006 at the Warner Park Baseball Stadium.

STAFF RECOMMENDS APPROVAL BASED UPON THE ORGANIZER'S AGREEMENT TO THE FOLLOWING TERMS:

1. *Aldermanic notification.*
2. *Organizers will review all site plans with the East Parks Supervisor, and agree to comply with any and all site recommendations made by him.*
3. *Organizers understand that the Mallards will have vending/concession rights at the event, but this event will be alcohol-free.*
4. *Organizers will oversee the event parking at the Warner Park parking lot.*
5. *Organizers agree to pay the standard and customary event fees for use of the Warner Stadium.*
6. *Organizers have reviewed all Parks policies and procedures, and agree to uphold them throughout the course of the event.*
7. *This event will not allow other dogs into the stadium.*

- E. Request of Bob Mahnke and Paul Stokes of The Mad-City Dual to host the 2006 Mad-City Dual Endurance Barefoot Competition on Saturday and Sunday, June 3 and 4, 2006 (back-up dates June 10 & 11) with staging to begin at 7:00 a.m. at Brittingham Park.

STAFF RECOMMENDS APPROVAL BASED UPON THE ORGANIZER'S AGREEMENT TO THE FOLLOWING TERMS:

1. *Aldermanic notification.*
2. *Organizer will secure approval from the DNR for waterway marker installation.*
3. *Organizer will submit a certificate of insurance naming the City as "additional insured".*
4. *Organizer will review all site plans with the Recreation Services and West Parks Maintenance Supervisors, and agrees to uphold any and all terms specified by them.*
5. *Organizer will be responsible for participants upholding the parking regulations at Brittingham Park. Further, all boats/trailers will secure a lake access permit for the event.*
6. *Organizer will reconcile all applications, deposits, and fees at least one week prior to the event.*
7. *Organizer will be responsible for clean up of the event area on both days of the scheduled event.*
8. *Organizer will not permit commercial promotion or marketing on site unless advance arrangements have been made with the Parks Division.*

- F. Request of Fleet Feet Sports of Madison to host a monthly Aquathon on May 25, June 15, July 20, August 24 and September 21, 2006 at Warner Park.

STAFF RECOMMENDS APPROVAL BASED UPON THE ORGANIZER'S AGREEMENT TO THE FOLLOWING TERMS:

1. *Aldermanic notification.*
2. *All park applications, permits, deposits, insurance, and fees are to be reconciled and on file in the Park Office at least one week prior to the first event.*
3. *Organizer will contact the Recreation Services Supervisor and the East Parks Supervisor to schedule an on-site meeting to review event set-up and execution. Organizer will conform to the supervisors' site recommendations.*

4. Organizer will secure a parade permit from Madison Police. (already applied for).
5. Organizer will contract with a certified lifeguard to oversee the swim portion of the event.
6. Any marketing or sales of food and/or merchandise will be in accordance with the Parks Division vending policy.
7. Organizers will post a \$1,000 deposit with the Parks Division, which will be held throughout the course of the event series.

- G. Request of Mad Rollin Dolls and Vern Stenman, General Manager of the Madison Mallards to host a Flat-track Roller Derby on August 25, 2006 at the Warner Park baseball stadium.

STAFF RECOMMENDS APPROVAL BASED UPON THE ORGANIZER'S AGREEMENT TO THE FOLLOWING TERMS:

1. Aldermanic notification.
2. Organizers will submit Special Event Application materials, including site plans and set-up timeline 30 days prior to the event. The site plan will be subject to review and approval by the Parks Operations Manager and Parks Maintenance Supervisor. Event fees will be in accordance with the Parks Division Special Event Fee Schedule.
3. Organizers will reconcile any outstanding permits, insurance, deposits and fees at least one week prior to the event.
4. Organizers will agree to confining access to Warner Baseball Stadium to thirty (30) minutes preceding the start time of the event. Event will conclude at 10:00 p.m. Sales and serving of alcohol will be contained to the same time frame.
5. Organizers will contract a minimum of two off-duty police officers to staff the event and confer with the North District Police Captain to determine if there are additional security measures that should be employed during the event and agree to uphold all recommendations.
6. The sole vendor of food and beer at the event will be the Madison Mallards. No other products or merchandise will be marketed or sold at this event without prior authorization from the Parks Division.
7. The installation of the temporary track will be permitted on August 24, but removal must be guaranteed by organizers immediately following the conclusion of the event. Organizers were notified that a pre-existing reservation at Warner Baseball on August 26 precludes an extension to the removal.
8. Organizers understand that they will be responsible to cover all actual costs to repair/restore the ball diamond as a result of field damages that are a direct result of the event.
9. Madison Mallards will submit written verification that its certificate of insurance will include the Flat-track Roller Derby in its coverage while listing the City of Madison as Additional Insured.
10. The Parks Division retains the right to cancel the event in the instance of severe weather conditions, concern for public safety or failure of the organizers to uphold the terms of this agreement. Final authority to determine this decision will be the Parks Superintendent or his designee.

- H. Request of Jason Schumacher of Trek Bicycle to host their Trek Bicycle company picnic on Thursday, August 17 and Saturday, August 19 at Breese Stevens Field.

STAFF RECOMMENDS APPROVAL BASED UPON THE ORGANIZER'S AGREEMENT TO THE FOLLOWING TERMS:

1. Aldermanic and neighborhood notification.

2. All park applications, permits, deposits, insurance, and fees are to be reconciled and on file in the Park Office at least one week prior to the event.
3. Organizer will post a \$1,000 cash deposit at the Park office prior to the event with the understanding that it will be responsible for any and all actual park restoration costs that may be necessary as a result of the event on any municipal parklands to insure it is repaired to pre-event condition.
4. Organizers will review all site plans with the East Parks Supervisor, and agree to comply with any and all site recommendations made by him, to include but not be limited to:
 - a. Trek will not permit vehicles, equipment or tents on the playing field.
 - b. Trek will not permit glass, metal bottle caps or smoking in the Breese Complex.
 - c. Trek will restrict its grills and food preparation to the paved areas Breese.
 - d. Trek will be responsible for the removal of all charcoal, grease and food prep. related materials.
 - e. Access to the interior portion of the facility and press box will not be permitted.
5. Organizers have reviewed all Parks policies and procedures, and agree to uphold them throughout the course of the event.
6. In the event of severe inclement weather conditions, Parks Division will maintain the right to cancel or postpone the event due to concerns of public safety and field maintenance. Final authority to determine this decision will be the Parks Superintendent or his designee.
7. Administrative approval is required to extend the event hours until 11:00 p.m. No amplification will be allowed later than 10:00 p.m.
8. Breese is an alcohol free park facility, therefore the Park Commission and Common Council would need to support a resolution to permit serving of food and wine during the event.

IX. NEW BUSINESS

- A. Proclamation in Recognition of work provided by Kenneth Haak at Kettle Pond Conservation Park.

RECOMMEND APPROVAL

- B. Madison Area Disc Golf Courses Proposal from Brad Wendt

GENERAL DISCUSSION AND POSSIBLE RECOMMENDATION

X. ADJOURNMENT