



Legislation Details (With Text)

**File #:** 66925      **Version:** 1      **Name:** Request from Madison Parks Foundation for the use of Olin Park from Monday, October 18 - Tuesday, October 26, 2021 for the setup, event, and take-down for Picnic in the Park. The event is on Saturday, October 23, 2021.

**Type:** Communication      **Status:** Approved

**File created:** 8/11/2021      **In control:** FACILITIES PROGRAMS AND FEES SUBCOMMITTEE (Parks)

**On agenda:**      **Final action:** 8/16/2021

**Enactment date:**      **Enactment #:**

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**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. Picnic in the Park app.pdf

Date	Ver.	Action By	Action	Result
8/16/2021	1	FACILITIES PROGRAMS AND FEES SUBCOMMITTEE (Parks)	Approve	Pass

**Title**  
Request from Madison Parks Foundation for the use of Olin Park from Monday, October 18 - Tuesday, October 26, 2021 for the setup, event, and take-down for Picnic in the Park. The event is on Saturday, October 23, 2021.

**Body**  
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.

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: Tag Evers - district13@cityofmadison.com

Organizer will submit a certificate of insurance covering this activity which names the City of Madison as Additional Insured.

Organizer will contact the Central Parks Maintenance Supervisor, Jake Schneider, at jschneider2@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.

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

If using temporary structure(s) (e.g. tents, stages, inflatable structures, etc.), organizer will contact Digger's Hotline (811) approximately ten days before 10/18/21.

Organizer will leave a \$1,000.00 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.

All fees will be paid and deposits made within 30 days of invoice receipt. 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. / Madison, WI 53701-2987

There will be no vending or amplified sound at the event.

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

For events at Gates of Heaven, Brittingham, Olin, and Vilas: if your reservation is longer than 3 hours and you require parking passes, they are available upon request. Parking Passes are only valid during the time of your reservation and must be placed in the windshield of the car in the parking area. Please contact the Parks Office at 264-9289 with any questions.

No glass containers are permitted in the park.

There is no driving or parking of vehicles on grass.

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.

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

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

**Estimated Fees**

Application fee:	\$	50.00
Park Event Scheduling Fee:	\$1,500.00	
Olin Pavilion reservation:	\$1185.00	
Temporary structure:	\$	220.00
Dumpster		<u>\$ 300.00</u>
<b>Total:</b>		<b>\$3255.00</b>