



Legislation Details (With Text)

**File #:** 54981      **Version:** 1      **Name:** Request from Open Doors for Refugees for the use of Olin Park on June 23, 2019 for the setup, event, and take-down for the Open Doors for Refugees Community Picnic.

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

**File created:** 3/5/2019      **In control:** BOARD OF PARK COMMISSIONERS

**On agenda:**      **Final action:** 3/13/2019

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

**Title:** Request from Open Doors for Refugees for the use of Olin Park on June 23, 2019 for the setup, event, and take-down for the Open Doors for Refugees Community Picnic.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. Open Doors for Refugees app.pdf

Date	Ver.	Action By	Action	Result
3/13/2019	1	BOARD OF PARK COMMISSIONERS	Approve	Pass

**Title**  
Request from Open Doors for Refugees for the use of Olin Park on June 23, 2019 for the setup, event, and take-down for the Open Doors for Refugees Community Picnic.

**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.

**Notification:** Organizer will 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 are Sheri Carter - district14@cityofmadison.com

**Setup:** Organizer will contact the Central Parks Maintenance Supervisor, Chad Hughes, at [cmhughes@cityofmadison.com](mailto:cmhughes@cityofmadison.com) <<mailto: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.

**Damage Deposit:** 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.

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

**Park Use:** Organizer will pick up keys for shelters and/or bathrooms in the Parks office a few days before 6/23/2019, in exchange for a refundable \$50.00/key deposit.

**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. / Madison, WI 53703

**Vending and Temporary Structures:** There will be no vending or temporary structures larger than 10x10 at the event.

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

**Amplified Sound:** A PA1 permit will be issued for amplification. Sound shall be limited to 75 decibels (dB) 125' from the source. Amplification will be allowed from 12:00pm to 4:00pm. There is a fee(s) for a PA1 permit.

**Park Rules:**

- No glass containers are permitted in the park.
- 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.

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
Park Event Scheduling Fee:	\$ 200.00
Shelter Reservation:	\$1,150.00
Amplified Sound 1 Permit:	\$ 60.00
<b>Tentative Total:</b>	<b>\$1,460.00</b>