



Legislation Details (With Text)

**File #:** 54286      **Version:** 1      **Name:** Request from USATF for the use of Yahara Hills Golf Course on Saturday, November 9 and Sunday, November 10, 2019 for Wisconsin USATF Association Cross Country Meet (Qualifier for the USATF Junior Olympic National Cross Country Meet)

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

**File created:** 1/3/2019      **In control:** BOARD OF PARK COMMISSIONERS

**On agenda:**      **Final action:** 1/9/2019

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

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**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. WI USATF Nov Meet - app.pdf

Date	Ver.	Action By	Action	Result
1/9/2019	1	BOARD OF PARK COMMISSIONERS	Approve	Pass

**Title**  
Request from USATF for the use of Yahara Hills Golf Course on Saturday, November 9 and Sunday, November 10, 2019 for Wisconsin USATF Association Cross Country Meet (Qualifier for the USATF Junior Olympic National Cross Country Meet)

**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 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: Michael J. Tierney - district16@cityofmadison.com

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

**Park Use:** A planning meeting will be scheduled with Madison Parks Staff, Madison Parks Golf Operations Supervisor, USATF, and Badger Track Club in spring and late September to discuss and review event details

and conditions for the event.

**Setup:** Organizer will coordinate event activities with Madison Parks Golf Operations Supervisor, Theran Steindl, [tsteindl@cityofmadison.com](mailto:tsteindl@cityofmadison.com) and Ranger Staff to determine schedule, signage and staffing for closing the Yahara Hills Golf Course.

**Setup:** Madison Parks Golf Operations Supervisor will work with the organizer to agree upon final routes for the different races. Madison Parks Golf Supervisor will have final approval of the final routes

**Setup:** Organizer will contact the East Parks Maintenance Supervisor, Kristin Mathews, at [kmmathews@cityofmadison.com](mailto:kmmathews@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.

**Setup:** Organizer will submit a detailed parking/traffic plan for the event.

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

**Damage Deposit:** Organizer will leave a \$3000.00 refundable damage deposit with the Parks Office and agrees to be responsible for any damage to the golf course that occurs as a result of the event. This can be done via check or credit card, 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) 264-9289.

Please make checks payable to City Treasurer and mail to:

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

**Temporary Structures:** Organizer will furnish the Parks Office with a complete list of temporary structures, their sizes and location at least 30 days before the event.

**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 11/9/19 and will get the Ticket Number for the location. There is a fee(s) for temporary structures.

**Vending:** Organizer will furnish the Parks Office with a complete list of vendors at least two weeks in advance. There is a fee(s) for a vending permit.

**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 8am to 4pm, on 10/9/19 & 10/10/19. There is a fee(s) for a PA1 permit.

**Staffing:** Park Rangers will be assigned to the event to monitor and provide assistance for unforeseen issues during the events. There will be charges for this service.

**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
Scheduling Fee	\$750
Golf Course Reservation Fee	\$3000 (total for both November and December meet)
PA1	\$120 (2, 6 hour PA1 Permits @ \$60/ea)
Temporary Structure	TBD (\$220 for first one over 10x10, \$110 each after)
Vending	\$275
Trash Barrels	<u>\$150</u>
TOTAL	\$4,345-\$4,675

AFTER EVENT FEES

Ranger Staffing	TBD
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