



## Legislation Text

---

**File #:** 75692, **Version:** 1

---

### Title

Request from Monona Grove School District Athletics to host the Monona Grove Cross Country Invitational at Monona Golf Course on Saturday, September 9, 2023 and to qualify as an annual event to secure the same weekend each year.

### 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 are Jael Currie - [district16@cityofmadison.com](mailto:district16@cityofmadison.com) <<mailto:district16@cityofmadison.com>>

**Insurance:** Organizer will submit a \$1,000,000 certificate of insurance covering this activity which names the City of Madison as "additional insured."

**Setup:** Organizer will contact the Golf Operations Supervisor, Ryan Brinza at [rbrinza@cityofmadison.com](mailto:rbrinza@cityofmadison.com) <<mailto:rbrinza@cityofmadison.com>> to schedule a walk-through prior to 9/9/22 to review site & course plans. Organizer must abide by all recommendations/stipulations provided by the Golf Operations Supervisor.

**Meet Routes:** The East Golf Operations Supervisor will need to approve the final route(s) based on actual course conditions in September.

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

**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 / 330 E Lakeside St / Madison, WI 53715

**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.

**Temporary Structures:** There will be no temporary structures larger than 10x10 tents at the event. All temporary structures will be weighted down and cannot be staked.

**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 12pm. 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.

Organizer will contact the Golf Operations Supervisor, Ryan Brinza at [rbrinza@cityofmadison.com](mailto:rbrinza@cityofmadison.com) to schedule a walk-through after the meet to determine any damage repair that may be needed. Organizer must abide by all recommendations/stipulations provided by the Golf Operations Supervisor.

Parks staff will review the event for compliance to the established conditions and true impact to the public and City's operations. This review will determine what remediation (if any) is needed, establish considerations for future events and/or establish a requirement for Board of Park Commission or Facilities, Programs and Fees Subcommittee's approval of future permitting.

**Estimated Fees**

Half Day Course Rental	\$1500.00
Application Fee	\$50.00
Non Profit Vending Fee	\$75.00
Amplification Fee	\$60.00
<b>Tentative Total</b>	<b>\$1685.00</b>