



Legislation Text

File #: 41302, Version: 1

Title

Request from Townsquare Active for the use of Warner Park for the Insane Inflatable 5K on Saturday, July 23, 2016, with set-up on Friday, July 22, with additional use of a portion of the parking lot from Thursday, July 21 - Monday, July 25.

Body

Madison Parks staff proposes the following conditions for the Board of Park Commissioner's consideration:

1. 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.
2. 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 Larry Palm: district12@cityofmadison.com <<mailto:district12@cityofmadison.com>>
3. Organizer will submit a \$3,000,000 certificate of insurance covering this activity which names the City of Madison as "additional insured."
4. Organizer must provide the anchoring specifications for the inflatables.
5. If the event will close street(s) or remove parking, event organizer must apply for a [Street Use Permit](http://www.cityofmadison.com/specialevents/streetEvents/) <<http://www.cityofmadison.com/specialevents/streetEvents/>>.
6. Organizer will contact the East Parks Maintenance Supervisor, Craig Klinke, at cklinke@cityofmadison.com at least 30 days prior to your event to review site plans.
 - a. Organizer must abide by all recommendations/stipulations provided by the Maintenance Supervisor.
7. Organizer will leave a \$3,000.00 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.
8. Organizer will pick up keys for shelters and/or bathrooms in the Parks office a few days before 7/23/2016, in exchange for a refundable \$300.00 deposit.
9. All fees will be paid and deposits made at least two weeks before the event.
10. No vehicles, equipment or staging is allowed in the Warner Park Community Recreation Center parking lot and access to WPCRC must be maintained at all times.
11. No inflatables will be placed in the dog park and no event activity may occur in the dog park. Access to the dog park must be maintained at all times.
12. Organizer will furnish the Parks Office with a complete list of vendors at least two weeks in advance.
 - a. Organizer will follow all of the Health Department's requirements and recommendations concerning food in the park.
13. Organizer will be responsible for ordering and paying for enough portable toilets for the event, based on expected attendance.
14. If using temporary structure(s) (e.g. tents, stages, inflatable structures, etc.), organizer will contact Digger's Hotline approximately ten days before 7/23/2016 and will get the Ticket Number for the location to the Parks Office.
15. Amplification will be allowed from 8:30am to 1:30pm, but sound will be kept to a reasonable level at all times.

- a. Sound levels will be monitored at various places around event perimeter, particularly residential areas near the park.
- 16. No glass containers are permitted in the park.
- 17. There is no driving or parking of vehicles on grass.
- 18. 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.
- 19. Organizer is responsible for all cleanup after event. If city resources are required for cleanup, the organizer will be billed for those costs.
- 20. 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
Shelter Reservation:	\$557.04
Temporary Structures:	\$1,500.00
Amplified Sound:	\$100.00
Vending:	\$275.00 per vendor (or \$845 for 7)
Tentative Total:	\$4,149.79