



## Legislation Text

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**File #:** 45007, **Version:** 1

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### Title

Request by Special Olympics Wisconsin for the use of Olin Park on Thursday, February 16 through Saturday, February 18, 2017 for Polar Plunge.

### Body

Madison Parks staff proposes the following conditions for the Board of Park Commissioners consideration:

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.

Madison Parks will schedule a planning meeting with Special Olympics Wisconsin before the end of 2016 to discuss and review event details and conditions for the event. The organizer will provide a detailed site map indicating the location of the entertainment tent or use of the Olin Park Pavilion.

Special Olympics WI 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: Sheri Carter - [district14@cityofmadison.com](mailto:district14@cityofmadison.com)

Special Olympics WI will submit a certificate of insurance covering this activity which names the City of Madison as "additional insured."

Special Olympics WI will contact the Central Parks Maintenance Supervisor, Chad Hughes, [chughes@cityofmadison.com](mailto:chughes@cityofmadison.com) <<mailto:chughes@cityofmadison.com>>, at least 30 days prior to your event to review site plans.

If the event will close street(s) or remove parking, event Special Olympics WI must apply for a [Street Use Permit](http://www.cityofmadison.com/specialevents/streetEvents/) <<http://www.cityofmadison.com/specialevents/streetEvents/>>.

Special Olympics WI will apply for a Temporary Class B license from the Clerk's Office and a Beer Selling Permit from Madison Parks for the event.

No beer may be sold, served or consumed in Madison Parks parking lots. Special Olympics will work with Parks staff to determine the appropriate location for a tent that will allow beer sales.

If more than 2" of snow falls during the set-up and day of the event, Parks staff will remove snow from the parking lot, paths and tent areas. Outside contractors are not allowed to perform this service.

Special Olympics WI 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. 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 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. Room 104 / Madison, WI 53703

If using temporary structure(s) (e.g. tents, stages, inflatable structures, etc.), organizer will contact Digger's Hotline (811) approximately ten days before 2/18/2017 and will get the Ticket Number for the location to the Parks Office.

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

Special Olympics WI will furnish the Parks Office with a complete list of vendors at least two weeks in advance.

Special Olympics WI will follow all Health Department requirements and recommendations concerning food in the park.

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 11:00am to 2:00pm.

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.

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

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

**ESTIMATED FEES**

Application Fee	\$50.00
Scheduling Fee	\$1500.00
Shelter Reservation Fee	\$1800.00 (2 wknd days)
P.A. Permit	\$50.00
Beer Selling Fee	\$700.00
Temporary Structure	\$300.00 (3 structures)
Snow Removal	<u>\$200.00</u>
<b>TOTAL</b>	<b>\$4600.00</b>