



Legislation Text

File #: 37581, Version: 1

Title

Request from Frank Productions for the use of Breese Stevens Field for one concert event in 2015 (date TBD).

Body

Parks Staff recommends approval, with the following conditions that are subject to change once event information is complete.

1. Aldermanic notification. Please contact Alder Ledell Zellers at district2@cityofmadison.com and Alder Marsha Rummel at district6@cityofmadison.com.
2. Frank Productions will attend 2 pre-event meetings with Parks Supervisor Craig Klinke, Madison Police, Madison Fire and Parks Event staff to detail event requirements and conditions. The first meeting shall occur prior to May 31, 2015.
3. Frank Productions will provide a certificate of insurance covering this event, including liquor liability, and naming the City of Madison as "additional insured."
4. Organizer will arrange a site plan meeting with Craig Klinke, Parks Supervisor, at least six weeks in advance of the event, cklinke@cityofmadison.com, and agrees to any and all site recommendations.
5. Frank Productions will provide a detailed event site map and schedule and a complete list of vendors at least 45 days before the event date. All food vendors will hold current Health Department permits, and will follow all Health requirements for the preparation and serving of food.
6. If any temporary structures (bigger than 10' x 10' pop-ups) are placed at the park, organizer will contact Digger's Hotline approximately 10 days before the event date, and will then get the ticket number to the Parks Office. Any temporary structures must be approved as a part of the event site map.
7. Frank Productions will post a \$3,000 damage deposit with the Parks Division prior to the event and acknowledges that this organization will be responsible for any and all actual damage costs which may result from this event.
8. Frank Productions will provide a detailed parking plan for the event.
9. Sound levels will be monitored at various places around Breese Stevens, particularly at stadium perimeter, during the event. Specific decibel limits will be established by the Parks Division and measured at the edge of the property. Event organizer will ensure that if readings are exceeding this level, adjustments will be made during the event.
10. Fees and insurance will be paid and on file at least one month before the event.
11. Frank Productions understands that permanent painting or marking, including spray chalk or stickers, of public streets, sidewalks, paths, trees, or signs is prohibited.
12. Organizer will follow all Parks and Police requirements for the sale of beer, including a double-fenced beer garden, licensed bartenders, and security.
13. Organizer is responsible for providing portable toilets for the event.
14. There is no parking or driving on the grass or turf without written approval from the Parks Division.
15. No glass containers are allowed.
16. Organizer will provide extra trash barrels (or rent them from Parks) for the event.
17. Organizer will be responsible for full clean-up of the park after the event.
18. Organizer will be responsible for protection of the artificial turf field; no staking or penetration of

the artificial turf will be allowed.

Estimated Fees:

Scheduling Fee		\$TBD based on specific event plan (\$1,000 - \$5,000 per day)
Amplification Permit	\$100	
Temporary Structures	\$210 (per structure larger than 10'X10')	
Vending Permit		\$275/vendor
Beer-Selling Permit	<u>\$700</u>	
	Total	\$TBD (final total dependent on # of structures & vendors)
plus Sales Tax		