Legislation Details (With Text)

File #:	45008	**Version:**	1	**Name:**	Request by Central Cross Country Ski Association for the use of Elver Park on Thursday, February 16 through Sunday, February 19, 2017 for Madison Winter Festival.
Type:	Communication			**Status:**	Approved
File created:	11/1/2016			**In control:**	BOARD OF PARK COMMISSIONERS
On agenda:				**Final action:**	11/16/2016
Enactment date:				**Enactment #:**	

Title: Request by Central Cross Country Ski Association for the use of Elver Park on Thursday, February 16 through Sunday, February 19, 2017 for Madison Winter Festival.

Sponsors:

Indexes:

Code sections:

Attachments: 1. Madison Winter Festival App.pdf

Date	Ver.	Action By	Action	Result
11/16/2016	1	BOARD OF PARK COMMISSIONERS	Approve	Pass

Title

Request by Central Cross Country Ski Association for the use of Elver Park on Thursday, February 16 through Sunday, February 19, 2017 for Madison Winter Festival.

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.

Central Cross Country Ski Assoc. will provide a detailed site map for the event prior to December 30, 2016.

Madison Parks will schedule a planning meeting with Central Cross Country Ski Assoc.
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 tents, staging and any equipment to be placed in the park.

Central Cross Country Ski Assoc. will contact the West Parks Maintenance Supervisor, Laura Bauer, at lbauer@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.

Central Cross Country Ski Assoc. 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:

Barbara Harrington-McKinney - district1@cityofmadison.com

Central Cross Country Ski Assoc. will submit a certificate of insurance covering this activity which names the City of Madison as “additional insured.”

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/>.

Organizer will leave a $3000.00 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.

If needed, the organizer will pick up keys for shelters and/or bathrooms in the Parks office the week of the event, in exchange for a refundable $300.00 deposit.

Central Cross Country Ski Assoc. will be responsible for ordering and paying for enough portable toilets for the event, based on expected attendance.

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.

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.

Central Cross Country Ski Assoc. 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	$1290.00 (4 wknd days/ 1 wkday)
P.A. Permit	$50.00
Temporary Structure	$100.00 / structure
TOTAL	**$2990.00**