



Legislation Details (With Text)

File #: 51486 **Version:** 1 **Name:** Request from Secret Places Neighborhood Association for the use of Secret Places Park for a monthly series, "Picnic in the Park" running from June 8 - October 12, 2018 (5 events)

Type: Communication **Status:** Held in Commission

File created: 5/1/2018 **In control:** BOARD OF PARK COMMISSIONERS

On agenda: **Final action:** 5/9/2018

Enactment date: **Enactment #:**

Title: Request from Secret Places Neighborhood Association for the use of Secret Places Park for a monthly series, "Picnic in the Park" running from June 8 - October 12, 2018 (5 events)

Sponsors:

Indexes:

Code sections:

Attachments: 1. Secret Places Neighborhood Park Application.pdf

Date	Ver.	Action By	Action	Result
5/9/2018	1	BOARD OF PARK COMMISSIONERS	Receive and Place On File	Pass

Title
Request from Secret Places Neighborhood Association for the use of Secret Places Park for a monthly series, "Picnic in the Park" running from June 8 - October 12, 2018 (5 events)

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.

BEFORE EVENT

Notification: As a courtesy, please notify area alder(s) 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: Denise DeMarb - district16@cityofmadison.com <<mailto:district16@cityofmadison.com>>

Setup: The East Parks Maintenance Supervisor, Kristin Matthews, kmatthews@cityofmadison.com <<mailto:kmatthews@cityofmadison.com>> will review site plans for your event and contact you with any issues or concerns. Organizer must abide by all recommendations/stipulations provided by the Maintenance Supervisor.

Setup: If using temporary structure(s) (e.g. tents, stages, inflatable structures, etc.), organizer will contact Digger's Hotline (811) approximately ten days before each event.

Fee Due Date: All fees will be paid and deposits made upon receipt of the invoice for 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

Vending: Organizer will furnish the Parks Office with a complete list of vendors for the event.

DURING EVENT

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 is allowed from 5:30pm to 9:00pm

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.

AFTER EVENT

If there is a bonfire at any event, you must have the required permits from the Fire Department. Please dispose of the ash outside of the park. DO NOT put the ashes into the parks trash barrels.

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

Estimated Fees - Based on [Neighborhood Association Park Event policy](https://www.cityofmadison.com/parks/reserve/naparkevents/)
<<https://www.cityofmadison.com/parks/reserve/naparkevents/>>

Application fee:	\$ 0.00
Park Event Scheduling Fee:	\$ 0.00
Amplification permit	\$150.00 (\$30 X 5)
Vending	<u>\$237.50</u> /vendor (\$137.50 + (\$25 X 4))
Total	\$287.50 (with one vendor)