



## Legislation Details (With Text)

<b>File #:</b>	68781	<b>Version:</b>	1	<b>Name:</b>	Proposed park event approval process and request to extend Day Camp/Care and Class permits for one year and make Open Space Permits permanent.
<b>Type:</b>	Communication	<b>Status:</b>			Approved
<b>File created:</b>	12/8/2021	<b>In control:</b>			FACILITIES PROGRAMS AND FEES SUBCOMMITTEE (Parks)
<b>On agenda:</b>		<b>Final action:</b>			1/12/2022
<b>Enactment date:</b>		<b>Enactment #:</b>			
<b>Title:</b>	Proposed park event approval process and request to extend Day Camp/Care and Class permits for one year and make Open Space Permits permanent.				
<b>Sponsors:</b>					
<b>Indexes:</b>					
<b>Code sections:</b>					
<b>Attachments:</b>	1. Community Services Presentation.pdf, 2. Classes in Madison Parks app.pdf, 3. OpenSpacePermitApp.pdf, 4. Day Camp park use app.pdf				

Date	Ver.	Action By	Action	Result
1/12/2022	1	BOARD OF PARK COMMISSIONERS	Approve	Pass
12/20/2021	1	FACILITIES PROGRAMS AND FEES SUBCOMMITTEE (Parks)	Return to Lead with the Following Recommendation(s)	Pass

**Title**  
Proposed park event approval process and request to extend Day Camp/Care and Class permits for one year and make Open Space Permits permanent.

**Body**  
Throughout the COVID 19 pandemic, Community Event staff implemented a number of pilot programs/solutions to address needs of various user groups. As things are “normalized” we are asking that procedures and permits that worked well be extended or made permanent.

### EVENT APPROVAL PROCESS

With Health Orders from Public Health Madison and Dane County (PHMDC) changing throughout the pandemic, Community Events staff, as the Parks Superintendent designee, were given authority to approve park event permit applications administratively. Administrative approval of park events proved exceedingly efficient and flexible.

Parks staff, including Community Events, Operations and Rangers, were able to respond to event requests and applications quickly and make decisions based on current conditions and availability. This provided flexibility and less reliance upon monthly, bi-monthly or quarterly committee meetings, which was needed to assist the community in its use of park space.

All approvals were made applying existing criteria for parks event approval, and conditioned upon completion of required application forms, documented plans as required by PHMDC, and obtaining all other necessary permits (ie. vending, amplification, alcohol, etc.);

We request that the temporary changes to the approval process for new or recurring park events be made

permanent, with the understanding that certain requests or applications may be referred to the Facilities, Programs and Fees Subcommittee as warranted. Such circumstances include, but are not limited to: complexity and/or size of an event needs additional review or approval; requests for unusual or unique event activities; past violation(s) of permit conditions for previously held events; or other operational concerns articulated by the Superintendent that relate directly to public health and safety and warrant additional review by the FPFS.

#### **EXTEND/MAKE PERMANENT “COVID PERMITS”**

Request to extend/make permanent park event permits developed to comply with Public Health Madison and Dane County (PHMDC) emergency orders issued in response to the COVID-19 pandemic.

- 1) We ask that Day Camp/Care and Class permits developed in response to COVID be extended for one year. While we hope it isn't the case, there may still be COVID restrictions in 2022. These permits provide an affordable outdoor option for groups that offer these services.

Historically there was no standard way of handling these requests. These permits will replace fee modifications for such activities. They provide a consistent and transparent process and are more efficient for staff and user groups. Also, the data we collect from offering these permits for another year will inform discussions about the future of vending in Madison Parks.

- 2) We request that the Open Space permit become permanent. This permit proved to be a popular alternative for smaller private events that want to utilize our parks but don't need a shelter for their event. Previously, these type of events had to go through the park event application process, which can be cumbersome and requires a lot of considerations that are not applicable to these small gatherings.