Legislation Text

File #: 38750, **Version:** 1

Title
Request from Reve for the use of Central Park on Saturday, August 1, 2015 for Wheels and Reels.
Body
Staff recommends approval, based on sponsor's agreement to the following conditions:

1. Aldermanic notification. Please contact Alder Marsha Rummell, District6@cityofmadison.com)
2. Police notification. Please contact the Central Madison Police District, 608-261-9694 or the Central District web site <https://www.cityofmadison.com/police/forms/feedback.cfm?subject=1> to give them information about your event.
3. Reve will provide a certificate of insurance covering this event, including liquor liability, and naming the City of Madison as "additional insured".
4. You will arrange a site visit, at least two weeks in advance, with Lisa Laschinger, West Parks Maintenance Supervisor, at 608-266-9214 or llaschinger@cityofmadison.com <mailto:llaschinger@cityofmadison.com> and agree to any and all site recommendations she may make.
5. Reve must comply with the attached "Central Park Staking Policy" in regard to placing temporary structures on the Great Lawn.
6. In connection with the placement of temporary structures, Digger's Hotline, 811, must be called approximately ten days in advance, and the ticket number then relayed to the Park Office.
7. Sponsor 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 Parks renovation costs which may result from this event.
8. All applications, deposits, and fees, are to be paid or on file in the Park Office at least two weeks prior to the event.
9. All food vendors will have current Health Department licenses, and will follow all of Health's requirements and recommendations for the preparation and serving of food.
10. Organizer will follow all Parks and Police requirements for the serving of beer, including licensed bartenders and security.
11. Sponsor is responsible for the ordering, placement, removal, and payment for all portable toilets needed for this event.
12. No one is allowed to remove any sections of fencing from the park.
13. No event set-up is allowed in the skate park construction area and event staff/volunteers will monitor and prevent access to the area.
14. Amplification is allowed from 6:00pm to 9:45pm, but must be kept to a reasonable level at all times.
15. No glass containers are allowed in the parks.
16. No vehicles may be driven or parked on the grass. The park bike paths may be used to bring equipment, tents, and staging into and out of the park. Vehicles must be removed promptly after unloading/loading, and shall not remain in the park for extended periods of time.
17. The event and amplification must end no later than 9:45 p.m. However, Reve staff will be allowed to stay in the park until Midnight to clean up, take down and remove equipment. There will be no amplification during this process and noise will be held to a minimum.

If the event requires high-amp event power, Ingersoll St. must be closed. This street-closing is required if activities are scheduled on both the Great Lawn and the side of the park with restrooms. This closure requires

a street use permit <http://www.cityofmadison.com/specialevents/streetEvents/>.

If Ingersoll is closed for an event, the organizer is required to post no parking and set barricades at the entrances to the Metro Transit parking lots. Event staff must be assigned to the barricades to prevent participants from using the lot. We also require staff at the barricades at the active railroad tracks.

If you are going to use the high-amp event electricity, you will be required to hire a professional electrician (Journeyman level or higher) to connect and disconnect the event electricity. You will need a key for the restroom building in order to access the electricity. A key may be picked up in the downtown Parks Office a day or two before your event.

You may bring your own generator(s) to the park. There is electricity available throughout the park via handholes, with 20 amp service. Parks staff will remove the covers for your event and cover them temporarily with orange cones to prevent tripping hazards.

There are bollards set up along Ingersoll Street, to keep vehicles from driving into the park - our maintenance crew will remove those before your event if you do not want the bollards to remain in place.

Estimated fees:

Scheduling Fee		$200.00
PA Permit:		$100.00
Beer-Selling Permit:		$700.00
Temporary Structure Permit:		$210.00 (per structure)
Vending Permit:		$275.00 (per vendor)
Irrigation marking		$75.00
Dumpster:		$284.36
Central Park Electrical Fees:		
Base fee:		$100.00
Central Park Per Hour Charge:		$50.00/hr
	TOTAL	$2,144.36

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