



Legislation Text

File #: 50836, **Version:** 1

Title

Request from Eastside Farmers' Market Inc. for the use of McPike (Central) Park for the Eastside Farmers' Market running on Tuesdays, April 24-October 30, 2018.

Body

Madison Parks staff proposes the following conditions for the Board of Park Commissioner's consideration:

1. 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.
2. Organizer 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 Marsha A. Rummel - district6@cityofmadison.com.
3. Organizer will submit a \$1,000,000 certificate of insurance covering this activity which names the City of Madison as "additional insured."
4. If the event will close street(s) or removes parking, event organizer must apply for a [Street Use Permit](http://www.cityofmadison.com/specialevents/streetEvents/) [<http://www.cityofmadison.com/specialevents/streetEvents/>](http://www.cityofmadison.com/specialevents/streetEvents/)
5. Organizer will contact the Central Parks Maintenance Supervisor, Chad Hughes at cmhughes@cityofmadison.com at least 30 days prior to your event to review site plans.
 - a. Organizer must abide by all recommendations/stipulations provided by the Maintenance Supervisor.
 - b. The supervisor will determine whether alternate route is needed.
6. Organizer will leave a \$3,000.00 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.
7. All fees will be paid and deposits made at least two weeks before the event.
8. When S. Ingersoll is not closed, please plan for pedestrian safety.
9. Organizer will follow all Health Department requirements and recommendations concerning food in the park.
10. The Eastside Farmers' Market may have food carts at each Market. The food carts will be charged a set vending fee. See below for details.
11. Pre-existing events that were approved and scheduled prior to the approval of the Eastside Farmers' Market get first priority at Central Park. The Parks Division has no objection to the Eastside Farmers' Market co-existing with any of these events if their respective organizers are amenable to such an arrangement.
12. Eastside Farmers' Market is allowed to have one 3'X5' banner on the fencing facing S. Ingersoll Street. It can be put up weekly on the day of the Market.
13. Organizer must comply with the "Central Park Staking Policy" in regard to placing temporary structures on the Great Lawn.
14. If Central Park Restrooms are open, access to the restrooms must not be restricted at any time.
15. Organizer is responsible for keeping attendees off railway right of way at all times. A plan must be submitted with the event application. If attendees are observed in the railway right of way, then Parks Division staff will take over enforcement of safety and organizer will be charged a rate of \$75 per hour per staff for the remainder of the event. This cost will be taken out of the security deposit. Failure to keep attendees off the railway right of way will be taken under consideration of the event application in

future years.

16. No glass containers are permitted in the park.
17. No vehicles may be driven or parked on the grass. The park bike paths may be used by vendors to enter and exit the park. Vehicles may remain on the bike path during the Eastside Farmers' Market hours of operation.
18. 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.
19. Organizer is responsible for all cleanup after event. If city resources are required for cleanup, the organizer will be billed for those costs.
20. If you require assistance or experience any unforeseen issues during your event, please contact the Park Rangers at (608) 235-0448.

Estimated Fees

Application fee: \$ 300.00

Park Event Scheduling Fee: \$ 200.00

Tentative Total: \$ 500.00

Vending - Food carts

Commercial

Special Event Vending Rate - \$275/vendor+\$50 X 27 (each additional day)

\$1625/vendor for the season

Annual Park Vendor **\$900**

(Vendor(s) would need to apply for a Park Vending Permit

Non-profit (with ES #)

\$75/vendor+\$25/additional date

\$750/vendor for the season