



Legislation Text

File #: 61597, **Version:** 1

Request from the Blue Elite for the use of Penn Park for the Blue Elite 1st Annual Basketball Tournament on July 24, 2021, 7 am - 6 pm.

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.

COVID 19: If there are restrictions or requirements from Public Health of Madison and Dane County for gatherings still in place on the date of this event, organizers must submit a detailed plan that shows how they will meet [PHMDC requirements <https://www.publichealthmdc.com/coronavirus/forward-dane/requirements>](https://www.publichealthmdc.com/coronavirus/forward-dane/requirements). The event plan must be approved by Madison Parks and PHMDC.

Notification: 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 are: Sheri Carter - district14@cityofmadison.com

Insurance: Organizer will submit a \$1,000,000 certificate of insurance covering this activity which names the City of Madison as "additional insured."

Setup: Organizer will contact the Interim Central Parks Maintenance Supervisor, Paul Quinlin, at pquinlin@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.

Temporary Structures: If using temporary structure(s) (e.g. tents, stages, inflatable structures, etc.), organizer will contact Digger's Hotline (811) approximately ten days before 7/24/21. There is a fee(s) for temporary structures.

Setup: Organizer will be responsible for ordering and paying for enough portable toilets for the event, based on expected attendance.

Setup: Organizer is responsible for cordoning off the portion of the parking lot that will be used for the event.

Park Use: Organizer will pick up keys for shelters and/or bathrooms in the Parks office a few days before 7/24/21 in exchange for a refundable \$50.00/key deposit.

Damage Deposit: Organizer will leave a \$1000.00 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.

Fee Due Date: 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. Rm 104/ Madison, WI 53703

Vending: There will be no vending at the 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 will be allowed from 10 am - 4:30 pm. There is a fee(s) for a PA1 permit.

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.

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

Parks staff will review the event for compliance to the established conditions and determine what remediation (if any) is needed and/or establish considerations for future events.

Estimated Fees

Application Fee	\$50.00
Scheduling Fee	\$200.00
Amplification Fee	\$60.00
Temporary Structure Fee	\$110.00
Shelter Fees	\$100.00 (\$35 sun shelter + \$65 concession stand)
Tentative Total	\$520.00