

TO: David Chanski, City Administrator/Clerk  
FROM: Daniel Eick, Assistant City Administrator  
RE: Breezy Point Disc Golf Course Event Permit  
DATE: September 7, 2023

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### **Summary**

On Tuesday, September 5, 2023, the City Council directed the City of Breezy Point Parks and Recreation Committee to review the Breezy Point Disc Golf Event Permit and provide their input on several key issues outlined below. A copy of the Breezy Point Disc Golf Course Event Permit is included below for review.

### **Topics of Consideration**

The City of Breezy Point City Council requested the Parks and Recreation Committee consider the following topics regarding the Disc Golf Course Event Permit:

- Enforcement Requirements.
- Public use permissibility during events.
- Costs associated with reservations and charges.
- Possible equipment expansions or course coverage.
- Tournaments, associated rules, and participation limits.

Additionally, Mayor Zierden has requested a member of the Parks and Recreation Committee present their recommendation directly to the City Council on Monday, October 2, 2023. She has also requested the Committee consider making such presentations a staple of the Committees duties into the future.

### **Council Action**

Staff is seeking input from the Parks and Recreation Committee on the attached Breezy Point Disc Golf Course Event Permit.



Permit number: \_\_\_\_\_  
 Issued Date: \_\_\_\_\_  
 Receipt number: \_\_\_\_\_

## DISC GOLF COURSE EVENT PERMIT

Please attach a detailed site plan that shows the location of the event and any additional information as requested in this application. Payment of associated processing and permitting fees in the amount of \$100 per course are due upon submission of this application. Use requested via this application is limited to three consecutive days and reserves the park area for use by the applying organization or individual. The City of Breezy Point reserves the right to deny or approve any and all applications based upon the discretion of the City Council.

|           |                                    |      |  |      |  |
|-----------|------------------------------------|------|--|------|--|
| <b>A.</b> | Name of Business /Organization     |      |  |      |  |
|           | Name of Event                      |      |  |      |  |
|           | Set up for the Event will Begin on | Date |  | Time |  |
|           | Event Date and Time                | Date |  | Time |  |
|           | Break-Down will be Complete        | Date |  | Time |  |
|           | Location for the Event             |      |  |      |  |
|           | Estimated Number of Attendees      |      |  |      |  |
|           | Estimated Number of Vendors        |      |  |      |  |
|           | Organization Producing the Event   |      |  |      |  |

|           |                   |  |       |  |     |
|-----------|-------------------|--|-------|--|-----|
| <b>B.</b> | Name of Applicant |  |       |  |     |
|           | Business Address  |  |       |  |     |
|           | City              |  | State |  | Zip |
|           | Phone             |  | Fax   |  |     |
|           | Email             |  |       |  |     |

| EVENT INFORMATION |                            |
|-------------------|----------------------------|
| <b>C.</b>         | Purpose of Event           |
|                   | Description of Event       |
|                   | Admission Prices/Donations |

| PARKING |   |
|---------|---|
| D.      | Will off-site parking be provided?                                    |
|         | <i>If yes, please provide the location and show on the site plan.</i> |

| FOOD & BEVERAGES  |  |                   |
|---|--|-------------------|
| E.  | Will food be served at the event?  |                   |
|   | Will food be sold or given away?   |                   |
|   | Will there be food vendors?  | If yes, how many? |
|   | Please show vendor location on the site plan.  |                   |
|   | <i>Applicants are responsible for obtaining necessary permits, temporary or otherwise, from associated state, county, or city authorizing entity when serving food and/or non-alcoholic beverages.</i> |                   |
| <i>Event organizer must certify that each vendor has the necessary approvals mentioned above.</i> |  |                   |

| EVENT CLEANUP, SANITATION, & RECYCLING |   |
|--|---|
| F.                                     | The Applicant acknowledges all trash or waste generated during the event must be properly stored and/or disposed of by the applying organization. On site disposal of certain waste is available through the appropriate City owned and operated trash receptacles.   |
|  | <i>The City of Breezy Point and City Council reserve the right to require an applicant provide additional waste disposal services at their expense should the need arise. If that need arises the applicant will be required to provide the location and details of additional services on the site plan.</i> |

| SALE OF ITEMS & VENDORS |   |  |
|-------------------------|---|--|
| G.                      | Will items be sold during this event?   |  |
|                         | If yes, please provide names and contact information for vendors:   |  |
|                         | <i>If yes, please provide the location of each vendor and show on the site plan.</i>                            |  |
|                         | <i>Verification of Minnesota State Sales Tax Number must be provided with this application for each vendor.</i> |  |

| LIABILITY INSURANCE |                            |
|---------------------|----------------------------|
| H.                  | Name of insurance company: |
|                     | Contact Name:              |

Please contact the City of Breezy Point at 218-562-4441 or email [deputyclerk@cityofbreezypointmn.us](mailto:deputyclerk@cityofbreezypointmn.us) if you have any questions or need assistance in completing this Application.

**APPLICATION CERTIFICATION & WAIVER**

I hereby certify that I have read this application and that all information contained herein is true and correct to the best of my knowledge, information, and belief. I agree to comply with all state, Crow Wing County and City of Breezy Point Ordinances and statutes and will abide by the general instructions stated in this application, along with the special conditions issued by the City of Breezy Point, in connection with the approval of the Permit contemplated herein. That I, and the organization on whose behalf I make this application if any, represent, stipulate, contract and agree that we will jointly, and severally defend, indemnify, save and hold the City of Breezy Point harmless from any and all claims, lawsuits, judgments, and liability of death, personal injury, bodily injury, or property damage arising directly or indirectly from the exercise of this Special Permit and performance of the Special Permit by Applicant, the organization represented by Applicant, its employees, subcontractors, or assigns, including acknowledges that he/she, together with any organization represented by Applicant, shall be solely responsible by complying with the terms of the Permit. I further understand that failure to comply with any of the provisions specified herein may result in immediate cancellation of this event by State, Crow Wing County or City of Breezy Point officials.

\_\_\_\_\_  
Signature of Applicant or Authorized Officer/Agent  
Of Applicant

\_\_\_\_\_  
Date

DRAFT