

TO: David Chanski, City Administrator/Clerk  
FROM: Daniel Eick, Assistant City Administrator  
RE: Breezy Point Disc Golf Course Event Permit  
DATE: September 19, 2023



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## **Summary**

On Thursday, September 14, 2023, the City of Breezy Point Parks and Recreation Committee reviewed the Breezy Point Disc Golf Course Event Permit as directed by the City Council. A copy of the revised Event Permit is included below for review with the Committee's additions highlighted.

A recording of that meeting can be found online on the City's YouTube channel at the link below. Discussion of the item begins at 17:35 and ends at 1:46:00.

- <https://www.youtube.com/watch?v=OliPFyKTHyA>

## **Topics of Consideration**

The Parks and Recreation Committee considered 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, the Parks and Recreation Committee elected to present their recommendation directly to the City Council on Monday, October 2, 2023. They also agreed to make such presentations a staple of Committee duties into the future. Should the City Council approve this change the Committee requested their presentation be made a standing item at the beginning of the City Council agenda.

## **Council Action**

Staff is seeking Council approval on the Parks and Recreation Committee's changes to 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 permitting fees in the amount of \$100 per course per day are due upon submission of this application alongside a \$300 refundable damage deposit pending site inspection. Use requested via this application is limited to two consecutive days and reserves the park area for sole use by the applying organization or individual. Events must be held between the hours of 8:00 AM and 8:00 PM CST.

Course events are limited to one per month on any days between May 15<sup>th</sup> and September 30<sup>th</sup> of the calendar year. Events are required to obtain a permit if the number of participants exceeds 40 persons. The maximum allowable number of participants for any individual event is 180 persons.

The City of Breezy Point reserves the right to deny or approve any and all applications based solely upon the discretion of the City Council. The City Council is the final approval entity within the City and all permits must be submitted no less than 2 weeks in advance of the Regular Council Meeting at which it will be considered.

<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				

<b>C.</b>	EVENT INFORMATION	
	Purpose of Event	

	Description of Event	
	Admission Prices/Donations	

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

	<b>FOOD &amp; BEVERAGES</b>		
	Will food be served at the event?		
	Will food be sold or given away?		
<b>E.</b>	Will there be food vendors?		If yes, how many?
	Please show vendor location on the site plan.		
	<b><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></b>		
	<b><i>Event organizer must certify that each vendor has the necessary approvals mentioned above.</i></b>		

	<b>EVENT CLEANUP, SANITATION, &amp; RECYCLING</b>	
<b>F.</b>	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.	
	<b><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></b>	

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

	<b>LIABILITY INSURANCE</b>
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<b>H.</b>	Name of insurance company:			
	Contact Name:		Phone Number:	
	<b>Documentation certifying proof of insurance must be provided with this application.</b>			

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 CERTIFICATIONS & WAIVER	
The City of Breezy Point does not permit the use of alcohol, tobacco, or cannabis products on public property.	
I hereby certify no Alcohol will be permitted at this event.	Initial Here:
I hereby certify no use of Cannabis will be permitted at this event.	Initial Here:
I hereby certify no smoking of tobacco will be permitted at this event.	Initial Here:
I hereby certify and acknowledge violation of this permits conditions will result in the forfeiture of my damage deposit to the City of Breezy Point and a ban from use of both City owned Disc Golf Courses for a period no less than one calendar year.	Initial Here:
<p>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.</p>	
<hr/> Signature of Applicant or Authorized Officer/Agent of Applicant	<hr/> Date