



City of Montello

P.O. Box 39

20 Underwood Avenue

Montello, WI 53949

608-297-2727 – Fax: 608-297-7151

Park Reservations

Please fill out the enclosed form and return to:

City of Montello Park Reservations
Attn: Marie
PO Box 39
Montello, WI 53949

Please fill out & return the park rental application along with payment based on facility. The bathrooms stay unlocked during the summer months. If necessary, you may pick up keys for the bathrooms or kitchen at Montello City Hall the Friday before your reservation **no later than 3:00 pm**. The rental of the kitchen requires a security deposit which will be returned upon inspection after use of facilities.

You may view a calendar of availability online and city ordinances at cityofmontello.com

Thank you.

Marie
City of Montello
Park Reservations
608-297-2727 ext. 2

MONTELLO CITY PARK

APPLICATION AND RULES FOR USE OF THE PARK FACILITIES

1. Application for use of park will include name, telephone number, date of reservation, facility reserved, time of arrival and departure, amount due, and signature (if not by phone).
2. In case of conflict of dates and times, the Park Board shall have the authority to decide which has preference. This being a City park, local groups or organizations shall have priority.
3. The park and its facilities must be left in a clean presentable condition. Applicants will be held responsible for any damage done to the park and the rented facilities.
4. No concessions will be allowed except as provided for in the City Park Ordinance (refer to Ordinance 240-2).
5. All provisions of the City Park Ordinance shall be followed and respected.
6. Failure to comply with the above rules and within the City Park Ordinance will lead to possible fines and forfeiture of security deposit
7. The following non-refundable fees must be paid WITHIN TWO WEEKS of making reservation.

Per Day Fees:

Wells Point Park \$10

City Park \$40 Shelter \$60 Pavilion
 \$ 100 Kitchen (with \$250 Deposit)
 \$150 Concession Building/Kitchen/Park
 KITCHEN/CONCESSION RENTAL NOT AVAILABLE MAY 15 – JULY 15

Ball Diamond: Public Use

Date of reservation: _____ NAME OF GROUP: _____

NAME/ADDRESS OF APPLICANT: _____ Phone: _____

Facility Reserved: _____ Time of Arrival/Departure: _____ - _____

Facility Amount Paid: _____ Security Deposit (for kitchen only): _____

SIGNATURE OF APPLICANT: _____

COMMENTS: _____

City of Montello, WI
Thursday, January 20, 2022

Chapter 240. Parks and Recreation

§ 240-1. Park regulations.

[Amended 6-3-1996]

A. Hours.

- (1) Ballplaying: 10:30 p.m. (no ball game will normally extend beyond the 10:30 p.m. limit except for extenuating circumstances which would cause a delay).
- (2) Band/music: 10:30 p.m. shutdown.
- (3) Organizational functions: the bar will be closed at 11:00 p.m.

B. It shall be unlawful for any person or persons to disturb, molest, deface, remove, or destroy any trees, shrubs, plants, or other natural growth, to carve on any rocks, signs, walls or structures, to drive nails in trees, or to injure or deface in any manner any park building, sign, fences or other City property.

C. Dogs or any other domesticated animals shall not be allowed in any City of Montello park, except for in the designated dog park area at Wells Point Park. Law enforcement canines and service animals, as defined by the federal Americans With Disabilities Act (ADA),^[1] shall be exempt from this subsection.

[Amended 9-26-2019]

[1] *Editor's Note: See 42 U.S.C.A. § 12101 et seq.*

D. No person shall bring or carry into the Park any beverage unless it is in a nonbreakable container.

E. No person or persons shall solicit, transact or conduct any business of any nature in or upon said Park without first having obtained the written consent of the Park Board.

F. It shall be unlawful for any person to camp in the City Park, whether by tent, camper, trailer or motor home, after 10:00 p.m.

G. It shall be unlawful for any person to operate or otherwise bring upon the City Park (exclusive of parking areas) any motor vehicle, motorcycle, minibike, bicycle or any other vehicle, except beer trucks, emergency vehicles, chicken trucks, antique cars on special occasions and maintenance vehicles.

H. Four parking stalls will be reserved for members of the Montello Fire Department.

I. No person shall occupy a space within 50 feet north, northeast and east of the backstop during any ball game except in the spectators' stand provided therefor.

J. The Park Board is authorized and directed to procure, erect and maintain signs in such locations so as to give adequate notice of the restrictions contained in this section.

City of Montello, WI
Thursday, January 20, 2022

Chapter 240. Parks and Recreation

§ 240-2. Use of concession stand and shelters by local organizations.

[Amended 4-7-1986; 6-3-1996]

- A. Reservations for use of Park facilities must be made after January 1 of each year on a first come, first served basis.
- B. Reservations shall be made with the City Clerk-Treasurer.
- C. Applications shall be obtained from the City Clerk-Treasurer.
- D. Keys for the buildings shall be gotten from the City Clerk-Treasurer (during regular office hours only). They may only be picked up 24 hours before the event begins and must be returned within 24 hours after the event ends.
- E. Applications shall be filled out and returned to the City Clerk-Treasurer with a fee to be determined by the Council.
[Amended 7-8-2005]
- F. No beer or any beverage shall be served in a glass container. All empty cases and cans shall be removed or thrown in trash cans. All bread racks and boxes shall be stored in a neat and orderly manner until picked up.
- G. If beer taps are used, empty barrels must be removed. Lines and faucets must be cleaned. Drains and taps must be removed, washed in soap and hot water and replaced. Bars must be wiped clean. Doors on tapers are to be left open.
- H. If coolers or refrigerators are used, make sure unused or partially used containers are removed. Clean out the inside, turn off power and leave doors open.
- I. Grills must be scraped clean and re-oiled. Make sure gas and exhaust fans are turned off.
- J. All trash cans will be removed from the buildings and all refuse is to be removed from the Park area.
- K. Exterior light bulbs must be furnished by the user for lighting of sheltered area, if needed. They must also be removed after use and the power shut off.
- L. Barbecue grills or pits must have hot coals extinguished at day's end.
- M. Before leaving, be sure sink is washed out, floor is swept, all windows and doors are locked and lights are out.
- N. All paper products are to be furnished by the organization.^[1]
[1] *Editor's Note: Original § 7-8-2(o), which immediately followed this subsection and dealt with gas furnished by the organization, was deleted at time of adoption of Code (see Ch. 1, General Provisions, Art. II).*
- O. Park and facilities must be cleaned up by 12:00 noon the following day or after first day of the event or there will be an extra charge per hour to have it cleaned, the charge to be based on park maintenance person salary.
- P. All applications for licenses to serve beer must be made out at the same time application for use of the Park is made out and returned to City Clerk-Treasurer for issuing special license.