

AGENDA ITEM SUMMARY

DATE: 04/25/11 DEPARTMENT: Public Works

DEPT. HEAD SIGNATURE: 

SUBJECT:

Request approval for 2011 Summerfest Kids Carnival Special Event

*** Venue and name change from previous years' Springfest / SVMA Kids Carnival (These two events are now combined into one.)

At Carbonate W from Main to 1st Ave N as an L shaped street closure with parking barricaded from 1st to Main on Bullion, on June 04, 2011 from 1pm – 5pm.

AUTHORITY: ID Code _____ IAR _____ City Ordinance/Code _____
(IF APPLICABLE)

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

- The representative believes there may be 1500 – 2000 people attending all day.
- There will be amplified live music.

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:

Budget Line Item # _____ YTD Line Item Balance \$ _____
 Estimated Hours Spent to Date: _____ Estimated Completion Date: _____
 Staff Contact: _____ Phone # _____
 Comments: _____

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IF APPLICABLE)

___ City Attorney	___ Clerk / Finance Director	__XX Engineer	__XX Building
___ Library	__XX Planning	__XX Fire Dept.	_____
___ Safety Committee	__XX P & Z Commission	__XX Police	_____
__XX Streets	__XX Public Works, Parks	___ Mayor	_____

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Department Heads approved with the following conditions:

- Organizer must give a 14 day notice in writing to the surrounding businesses and residents of their upcoming event.
- Organizer must set up barricades according to the attached map and maintain an emergency services twenty foot (20') right of way.
- Organizer must provide their own type 1 MUTC compliant barricades or may borrow from the Street Department, if available.
- Seven (7) Portable Restrooms will need to be provided with a minimum of one being handicapped accessible.
- Dumpsters/trash and recycle receptacles will need to be provided.
- Signs and Banners displayed for more than 72 hrs. require a permit from the Hailey Planning & Zoning Department.
- This special event is within the Business (B) zoning district and Arts & Entertainment is a permitted use.

FOLLOW-UP REMARKS:

AGREEMENT

In consideration of the granting of a special event permit by the City of Hailey ("the City") for the Summerfest Kids Carnival that will occur on June 04, 2011 from 1:00 p.m. to 5:00 p.m., plus specified set up and teardown time, ("the Event"), and pursuant to Section 12.14 of the Hailey Municipal Code, the undersigned, as the applicant ("Applicant") of a Special Event Permit from the City for the Event, does hereby agree to reimburse the City for any costs incurred by the City in repairing damage or providing any services or materials resulting from the Event. The Applicant agrees that such costs may be deducted from a non-refundable security deposit or additional deposit as established by the City, and that if costs exceed any deposit made by the applicant, further reimbursement will be made to the City upon demand. The Applicant hereby agrees to indemnify, defend and hold harmless the City and its officers and employees, in their official and individual capacities, from any and all claims, demands, obligations, liabilities, lawsuits, judgments, attorneys' fees, costs, expenses and damages of any nature caused by or arising out of, or connected with the Event. In the event either party hereto is required to retain counsel to enforce a provision of this Agreement, or to recover damages resulting from a breach hereof, the prevailing party shall be entitled to recover from the other party all reasonable attorney's fees incurred herein or on appeal, or in bankruptcy proceedings. The Applicant agrees to comply with all the laws and ordinances of the City of Hailey, Idaho applicable to the subject matter thereof, and to conduct the Event in accordance with the terms and provisions of the application for a Special Event Permit, as approved or as modified by the City, and all conditions of the Special Event Permit. The Applicant agrees that the Special Event Permit is nontransferable and shall be conducted only for the dates and locations as approved by the City.

IN WITNESS WHEREOF, Applicant and the City have executed this Agreement on this 25th day of April, 2011.

APPLICANT:

By: _____

(please sign and print name and title, if applicable)

CITY OF HAILEY:

By: _____
Rick Davis, its Mayor

ATTEST:

Mary Cone, its City Clerk

CITY OF HAILEY ■ 115 MAIN ST. S., SUITE H ■ HAILEY, IDAHO 83333 ■ 788-4221

DECISION

Based on the Application for a Special Event Permit for the 2010 Summerfest Kids Carnival, the City of Hailey, pursuant to Chapter 12.14 of the Hailey Municipal Code, approves the Application and grants the Special Event Permit, subject to the following conditions:

Standard Conditions

- a. The Applicant shall comply with the terms, plans, covenants and provisions of the Application, as approved or as modified by the City of Hailey.
- b. The Applicant shall comply with all applicable local, state and federal laws, regulations and ordinances before, during and after the Special Event(s).
- c. The Applicant shall execute an agreement, relating to the reimbursement of expenses, indemnification and other provisions immediately upon the approval of the application for the Special Events Permit.
- d. In the event the Applicant fails to comply with all the conditions set forth herein, the City may revoke the Special Events Permit, in whole or in part.
- e. The Applicant shall maintain in full force and effect general liability coverage during the Special Event(s) in the amount of \$1,000,000, with the City of Hailey as an additional named insured.

Other Condition

- a. Organizer must give a 14 day notice in writing to the surrounding businesses and residents of their upcoming event.
- b. Organizer must set up barricades according to the attached map and maintain an emergency services twenty foot (20') right of way.
- c. Organizer must provide their own type 1 MUTC compliant barricades or may borrow from the Street Department, if available.
- d. Seven (7) Portable Restrooms will need to be provided with a minimum of one being handicapped accessible.
- e. Dumpsters/trash and recycle receptacles will need to be provided.
- f. Signs and Banners displayed for more than 72 hrs. require a permit from the Hailey Planning & Zoning Department.
- g. This special event is within the Business (B) zoning district and Arts & Entertainment is a permitted use.

DATED this 25th day of April, 2011

CITY OF HAILEY

By: _____
Rick Davis, its Mayor

ATTEST:

Mary Cone, its City Clerk

CITY OF HAILEY ■ 115 MAIN ST, S., SUITE H ■ HAILEY, IDAHO 83333 ■ 788-4221



RECEIVED
MAR 15 2011

SPECIAL EVENT PERMIT APPLICATION

Summerfest

I. EVENT NAME:

Springfest Kids Carnival

II. LOCATION FOR EVENT (Be specific e.g., Hop Porter Park, all of 1st Avenue between Walnut and Pine, 115 Main St. S.):

Public Property Private Property

1st ave and

III. EVENT SCHEDULE

Special Events are limited to four days, including set-up and tear-down days. No more than eight events per calendar year can be conducted by a single party or organization, unless a modification is granted by the City Council. Please submit your modification requests in writing and attach to your application.

Date(s) of Event	Hours	Estimated # of Attendees
<i>6/4/2011</i>	Start Time: <i>11:00</i> End Time: <i>6:00</i>	One Hour Interval: <i>500?</i> All Day: <i>1500-2000</i>
<i>Event</i>	Start Time: <i>1:00</i> End Time: <i>5:00</i>	One Hour Interval: <i>500?</i> All Day: " "
Date of Set-Up		
<i>6/4/2011</i>	Start Time: <i>11:00</i> End Time: <i>6:00</i>	
Date of Tear Down		
<i>6/4/2011</i>	Start Time: <i>6:00</i> End Time: <i>6:00</i>	

IV. FEES

Special Event Permit Application Fee \$125 *125.00*

Per Day Park Rental Fee \$200 _____

Security Deposit \$500 *on file*

Tax (on park rental fees only) 6% _____

TOTAL DUE _____ *125.00*

Additional Deposit Required _____

V. ORGANIZATION INFORMATION

Applicant's Name: *Hailey Chamber* Title: _____

Mailing Address: *P.O. Box 100* Zip Code: *83333*

Street Address: *706 S. Main* City: *Hailey* State: *ID*

Day Telephone: *788-3484* Evening Telephone: _____

FAX Number: *578-1595* E-Mail Address: *anna@haileyidaho.com*

Applicant Driver's License #: _____

Sponsoring Organization: Hailey Chamber & SVMMA

Non-Profit: Yes No Tax Exempt #: _____

Federal Tax #: 82-0420093 State Tax #: _____

VI. EVENT INFORMATION

New Event: Yes _____ No Annual Event: Yes No _____ Years Operating 3

Event Category: Commercial Noncommercial

Estimate of Gross Ticket Sales & Revenues (commercial event only): _____

Description of Event: Summer
a strong family celebration held at
school gear. Bouncy castles, children
activities, local restaurant booths,
live music.

Additional Details:
amplified music, live music outside
Sun Valley Brewery.

VII. INSURANCE REQUIREMENTS

It is the responsibility of your Special Event organizers to maintain a COMPREHENSIVE GENERAL LIABILITY insurance policy with coverage of not less than \$1,000,000.00 combined single limit per occurrence. Each policy shall be written as a primary policy, not contributing with or in excess of any coverage which the City may carry. A certificate naming the City of Hailey, Blaine County, Idaho as additional insured shall be delivered to the City of Hailey with this application. The adequacy of all insurance required by these provisions shall be subject to approval by the City Clerk. Failure to maintain any insurance coverage required by this agreement shall be cause for immediate termination of the application.

Insurance Company: Philadelphia Agent Name: Marty Miller

Address: P.O. Box 5567 Phone: 726 8866
Ketchum ID 83340

HOLD HARMLESS CLAUSE

Permittee (organization/applicant) shall indemnify and hold harmless the City of Hailey, its agents, its employees and authorized volunteers from and against all claims, damages, losses and expenses, including attorney's fees, arising out of the permitted activity or the conduct of Permittee's operation of the event if such claim (1) is attributable to personal injury, bodily injury, disease or death, or to injury to or destruction of property, including the loss of use there from, and (2) is not caused by any negligent act or omission of willful misconduct of the City of Hailey or its employees acting within the scope of their employment.

(Attach any additional pages as needed)

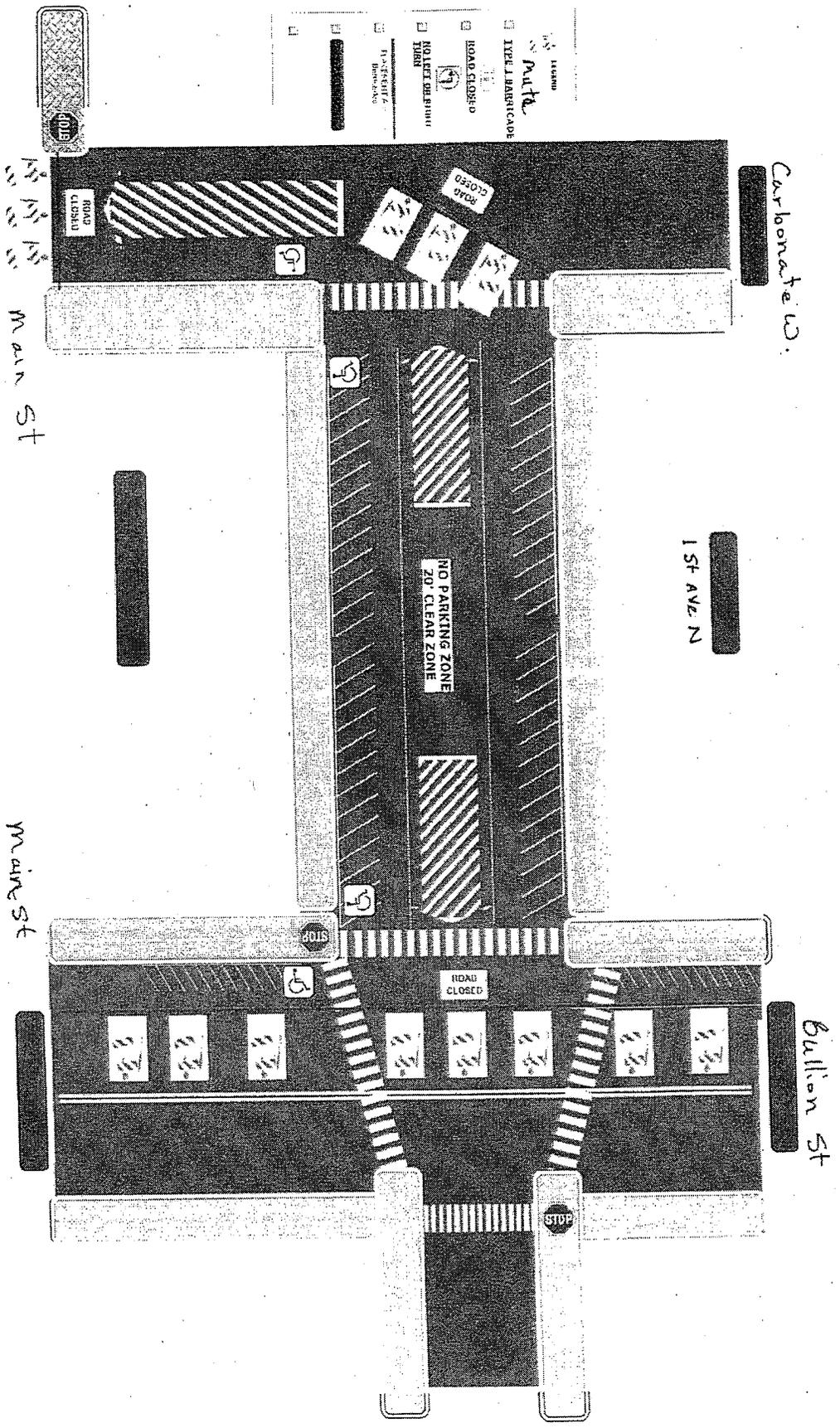
SPECIAL EVENT ACTIVITIES & CITY SERVICES REQUESTED

Your Event Organizer is responsible for providing a complete list of event activities including a list of suppliers providing services. An event logistics map is required, detailing the location for all road closures, event set up, canopies, stages, vendors, booths, and any other major services or activities planned.

Yes	No	Check all Planned Activities	Yes	No	Check all Planned Activities
X		Street Closures & Access / Parade Detailed map listing areas of closure, parade route is required. An ITD permit is required for Main Street.		X	Alcohol Served (Free of Charge) (name of provider)
			X		Alcohol Sold Requires Alcohol Beverage Catering Permit (Hailey Code 5.13) <i>by licensed local vendors</i>
X		Street Closures & Access /Parade require your Event Coordinator to notify all affected businesses, churches schools and neighborhoods	X		Food/Beverages will be served (List Caterers): <i>local vendors</i>
X		Canopies/Tents/Membranes/Temporary Structures (Number & Size(s) <i>6-10</i> City of Hailey Fire Department, Fire Code Enforcement	X		Vendors items sold/ solicitation <i>food/beverages from local restaurants</i>
	X	Medical Services (Circle) First Aid and/or EMS Services Who is providing services? _____			
#	X	Security (detail who, number of officers, times. Attach plan)	#	X	Booths: Profit / Non-Profit
	X	Traffic Control / Shuttle Buses (Number of buses / locations / hours of operation, attach plan.)		X	Lighting plan: attach plan _____
#	X	Electricity / Generators (Size _____) Attach detailed electrical plan.	X		Activities / Entertainment (Agenda) Other equipment or entertainment
				X	Signs or Banners: sign permit may be required by the City Planning and Zoning Department
	X	Water Drinking / Washing (circle)		X	Stages (Number and Size(s) _____)
	X	Gray Water Barrel / Grease Barrel (circle /detail # and locations)	#	X	Barricades. How many <i>per map</i> identify locations and attach logistics map
X		Sanitation -Trash bins, Dumpsters, Recycle (circle /detail # and locations)	#		EVENT estimated attendance <i>1500-2000</i>
#	X	Porta Toilets / Wash Stations (Quantity ADA Regular _____)	#	<i>2</i>	Number of staff working event
			#	<i>30</i>	Number of volunteers working

I hereby certify that I have read and will abide by the laws, rules and regulations set forth by the City of Hailey, Blaine County, and the State of Idaho, and in signing this application, I hereby agree that I and the organization I represent, shall hold the City of Hailey and all of its agents or employees free and blameless from any claim, liability or damage which may arise from use of City facilities or equipment, whether or not the City of Hailey, its agents or employees are jointly negligent. I further agree to promptly reimburse the City of Hailey and all of its agents for any clean up loss or damage to City property resulting from this use, as well as permitting, staffing, equipment use/rental, property use/rental, clean up, inspections involving the use of public property, public employees or public equipment for the Special Event. In the event the deposit exceeds the actual charges, the City Clerk shall refund the balance to the applicant.

Event Organizer's Signature: *[Signature]* Date: *3/8/2011*



Breakdown

SV. BIRCH
LIVE
MASC

Carbonate St W

20' Foot Emergency ROW

20' Foot

Barre cadet

MAIN STREET

Christopher Co.

Mex. Wethe Building

Emergency ROW

1st Ave N.

20' Foot Emergency ROW

Nature Center

Hinley Eye Center

DAYCARE

Old Mercantile Foundation

Alley

AQUA	LIBRARY	MOVIE
HAILEY RESTAURANT	POOP BOOTH	EPISODEN
		THURSDAY STORE

infant's
Carnival games

Barre cadet

Bullon St W

AGENDA ITEM SUMMARY

DATE: 04/25/11 DEPARTMENT: Public Works

DEPT. HEAD SIGNATURE: 

SUBJECT:

Request approval for the Hailey's Main Street Antique Show special event. Event is scheduled to take place July 1-3, 2011.

AUTHORITY: ID Code _____ IAR _____ City Ordinance/Code _____
(IF APPLICABLE)

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:

Budget Line Item # _____ YTD Line Item Balance \$ _____
Estimated Hours Spent to Date: _____ Estimated Completion Date: _____
Staff Contact: _____ Phone # _____
Comments:

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IF APPLICABLE)

___ City Attorney	___ Clerk / Finance Director	_XX Engineer	_XX Building
___ Library	_XX Planning	_XX Fire Dept.	_____
___ Safety Committee	_XX P & Z Commission	_XX Police	_____
_XX Streets	_XX Public Works, Parks	___ Mayor	_____

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Department Heads approved with the following contingencies:

- Signs and Banners displayed for more than 72 hrs. require a permit from the Hailey Planning & Zoning Department.
- This special event is within the Business (B) zoning district and arts and entertainment is a permitted use.
- Declaration of Insurance coverage needs to be submitted.
- No parking or vendors on the sidewalks.
- At least two trash cans must be available due to the food vendors, along with appropriate recycle receptacles.

FOLLOW-UP REMARKS:

*

AGREEMENT

In consideration of the granting of a special event permit by the City of Hailey ("the City") for the Hailey's Main Street Antique Show that will occur on July 1 - 3, 2011 from 9:00 a.m. to 7:00 p.m., plus specified set up and teardown time, ("the Event"), and pursuant to Section 12.14 of the Hailey Municipal Code, the undersigned, as the applicant ("Applicant") of a Special Event Permit from the City for the Event, does hereby agree to reimburse the City for any costs incurred by the City in repairing damage or providing any services or materials resulting from the Event. The Applicant agrees that such costs may be deducted from a non-refundable security deposit or additional deposit as established by the City, and that if costs exceed any deposit made by the applicant, further reimbursement will be made to the City upon demand. The Applicant hereby agrees to indemnify, defend and hold harmless the City and its officers and employees, in their official and individual capacities, from any and all claims, demands, obligations, liabilities, lawsuits, judgments, attorneys' fees, costs, expenses and damages of any nature caused by or arising out of, or connected with the Event. In the event either party hereto is required to retain counsel to enforce a provision of this Agreement, or to recover damages resulting from a breach hereof, the prevailing party shall be entitled to recover from the other party all reasonable attorney's fees incurred herein or on appeal, or in bankruptcy proceedings. The Applicant agrees to comply with all the laws and ordinances of the City of Hailey, Idaho applicable to the subject matter thereof, and to conduct the Event in accordance with the terms and provisions of the application for a Special Event Permit, as approved or as modified by the City, and all conditions of the Special Event Permit. The Applicant agrees that the Special Event Permit is nontransferable and shall be conducted only for the dates and locations as approved by the City.

IN WITNESS WHEREOF, Applicant and the City have executed this Agreement on this 25th day of April, 2011.

APPLICANT:

By: _____

(please sign and print name and title, if applicable)

CITY OF HAILEY:

By: _____

Rick Davis, its Mayor

ATTEST:

Mary Cone, its City Clerk

CITY OF HAILEY ■ 115 MAIN ST. S., SUITE H ■ HAILEY, IDAHO 83333 ■ 788-4221

DECISION

Based on the Application for a Special Event Permit for the Hailey's Main Street Antique Show, the City of Hailey, pursuant to Chapter 12.14 of the Hailey Municipal Code, approves the Application and grants the Special Event Permit, subject to the following conditions:

Standard Conditions

- a. The Applicant shall comply with the terms, plans, covenants and provisions of the Application, as approved or as modified by the City of Hailey.
- b. The Applicant shall comply with all applicable local, state and federal laws, regulations and ordinances before, during and after the Special Event(s).
- c. The Applicant shall execute an agreement, relating to the reimbursement of expenses, indemnification and other provisions immediately upon the approval of the application for the Special Events Permit.
- d. In the event the Applicant fails to comply with all the conditions set forth herein, the City may revoke the Special Events Permit, in whole or in part.
- e. The Applicant shall maintain in full force and effect general liability coverage during the Special Event(s) in the amount of \$1,000,000, with the City of Hailey as an additional named insured.

Other Condition

- a. Signs and Banners displayed for more than 72 hrs. require a permit from the Hailey Planning & Zoning Department.
- b. This special event is within the Business (B) zoning district and arts and entertainment is a permitted use.
- c. Declaration of Insurance coverage needs to be submitted.
- d. No parking or vendors on the sidewalks.
- e. At least two trash cans must be available due to the food vendors, along with appropriate recycle receptacles.

DATED this 25th day of April, 2011

CITY OF HAILEY

By: _____
Rick Davis, its Mayor

ATTEST:

Mary Cone, its City Clerk

CITY OF HAILEY ■ 115 MAIN ST. S., SUITE H ■ HAILEY, IDAHO 83333 ■ 788-4221



SPECIAL EVENT PERMIT APPLICATION

I. EVENT NAME: Hailey's Main Street Antique Show

II. LOCATION FOR EVENT (Be specific e.g., Hop Porter Park, all of 1st Avenue between Walnut and Pine, 115 Main St. S.):

Public Property Private Property

Vacant Lot at 730 N Main Street - Hailey

III. EVENT SCHEDULE

Special Events are limited to four days, including set-up and tear-down days. No more than eight events per calendar year can be conducted by a single party or organization, unless a modification is granted by the City Council. **Please submit your modification requests in writing and attach to your application.**

Date(s) of Event	Hours	Estimated # of Attendees
July 1, 2, 3, 2011	Start Time: 9:00 am End Time: 7:00 p.m.	One Hour Interval: All Day: 100
	Start Time: End Time:	One Hour Interval: All Day:
Date of Set-Up		
June 30 - 2011	Start Time: 6:00 am End Time: 11:00 p.m.	
Date of Tear Down		
July 3, 2011	Start Time: 4:00 pm End Time: 12:00 pm	

IV. FEES

Special Event Permit Application Fee	\$125	<input checked="" type="checkbox"/>	<u>\$125⁰⁰</u>
Per Day Park Rental Fee	\$200	<input type="checkbox"/>	_____
Security Deposit	\$500	<input checked="" type="checkbox"/>	<u>Deposit on File with City</u>
Tax (on park rental fees only)	6%	<input type="checkbox"/>	<u>\$125⁰⁰</u>
TOTAL DUE			_____
Additional Deposit Required <		<input type="checkbox"/>	_____

V. ORGANIZATION INFORMATION

Applicant's Name: Dana Jo Cameron Title: Promoter

Mailing Address: 949 N Meridian Zip Code: 83350

Street Address: Same City: Rupert State: ID

Day Telephone: 312-4900 Evening Telephone: 532-4565

FAX Number: 532-4565 E-Mail Address: camoam@pmt.org

Sponsoring Organization: Blue Cow Antqs and Appraisals
Non-Profit: Yes (No) Tax Exempt #: _____
Federal Tax #: _____ State Tax #: _____

VI. EVENT INFORMATION

New Event: Yes _____ No X Annual Event: Yes X No _____ Years Operating 2001
Through 2010
Event Category: Commercial Noncommercial
Estimate of Gross Ticket Sales & Revenues (commercial event only): No tickets, individual vendors will sell their own merchandise

Description of Event: Antiques - Collectibles - Crafts

Additional Details: Liability insurance renews on 4/3/11
Will send new insurance at that time.

VII. INSURANCE REQUIREMENTS

It is the responsibility of your Special Event organizers to maintain a COMPREHENSIVE GENERAL LIABILITY insurance policy with coverage of not less than \$1,000,000.00 combined single limit per occurrence. Each policy shall be written as a primary policy, not contributing with or in excess of any coverage which the City may carry. A certificate naming the City of Hailey, Blaine County, Idaho as additional insured shall be delivered to the City of Hailey with this application. The adequacy of all insurance required by these provisions shall be subject to approval by the City Clerk. Failure to maintain any insurance coverage required by this agreement shall be cause for immediate termination of the application.

Insurance Company: Premiere Insurance Agent Name: Craig Caspersen
Address: Box 6 - Twin Falls, ID 83301 Phone: 734-1711

HOLD HARMLESS CLAUSE

Permittee (organization/applicant) shall indemnify and hold harmless the City of Hailey, its agents, its employees and authorized volunteers from and against all claims, damages, losses and expenses, including attorney's fees, arising out of the permitted activity or the conduct of Permittee's operation of the event if such claim (1) is attributable to personal injury, bodily injury, disease or death, or to injury to or destruction of property, including the loss of use there from, and (2) is not caused by any negligent act or omission of willful misconduct of the City of Hailey or its employees acting within the scope of their employment.

(Attach any additional pages as needed)

Your Event Organizer is responsible for providing a complete list of event activities including a list of suppliers providing services. An event logistics map is required, detailing the location for all road closures, event set up, canopies, stages, vendors, booths, and any other major services or activities planned.

Yes	No	Check all Planned Activities	Yes	No	Check all Planned Activities
	X	Street Closures & Access / Parade Detailed map listing areas of closure, parade route is required. An ITD permit is required for Main Street.		X	Alcohol Served (Free of Charge) (name of provider)
	X	Street Closures & Access /Parade require your Event Coordinator to notify all affected businesses, churches schools and neighborhoods		X	Alcohol Sold Requires Alcohol Beverage Catering Permit (Hailey Code 5.13)
# 50	X	Canopies/Tents/Membranes/Temporary Structures (Number & Size(s) City of Hailey Fire Department, Fire Code Enforcement <i>Individual canopies</i>	#	<i>Approximately 50 vendors</i>	Food/Beverages will be served (List Caterers): <i>Hamburgers - Smoothies (for 2 vendors)</i>
	X	Medical Services (Circle) <u>First Aid</u> and/or EMS Services Who is providing services? <i>Dana Jo Cameron</i>			Vendors items sold/ solicitation
# 2	X	Security (detail who, number of officers, times. Attach plan) <i>Private Security</i>	#	<i>50</i>	Booths: Profit / Non-Profit
	X	Traffic Control / Shuttle Buses (Number of buses / locations / hours of operation, attach plan.)		X	Lighting plan: attach plan <i>Street lights are sufficient</i>
#	X	Electricity / Generators (Size _____) Attach detailed electrical plan.		X	Activities / Entertainment (Agenda) Other equipment or entertainment
			X		Signs or Banners: sign permit may be required by the City Planning and Zoning Department →
	X	Water Drinking / Washing (circle)		X	Stages (Number and Size(s) _____)
	X	Gray Water Barrel / Grease Barrel (circle /detail # and locations)	#	X	Barricades. How many identify locations and attach logistics map
X		Sanitation -Trash bins, Dumpsters, Recycle (circle /detail # and locations) <i>Large Dumpster from Clear Creek</i>	#	<i>100 per hour</i>	EVENT estimated attendance
# 2		Porta Toilets / Wash Stations (Quantity ADA Regular)	#	<i>6</i>	Number of staff working event
X		<i>1 1</i>	#	<i>0</i>	Number of volunteers working

I hereby certify that I have read and will abide by the laws, rules and regulations set forth by the City of Hailey, Blaine County, and the State of Idaho, and in signing this application, I hereby agree that I and the organization I represent, shall hold the City of Hailey and all of its agents or employees free and blameless from any claim, liability or damage which may arise from use of City facilities or equipment, whether or not the City of Hailey, its agents or employees are jointly negligent. I further agree to promptly reimburse the City of Hailey and all of its agents for any clean up loss or damage to City property resulting from this use, as well as permitting, staffing, equipment use/rental, property use/rental, clean up, inspections involving the use of public property, public employees or public equipment for the Special Event. In the event the deposit exceeds the actual charges, the City Clerk shall refund the balance to the applicant.

Event Organizer's Signature: *Dana Jo Cameron* Date: *1/4/11*

7/15/2009

5.

Hailey's Main Street Antique Show

ALBERTS

MAIN STREET → → → → →

McDonald's

VENDER ROW

VENDER ROW

VENDER ROW

PARKING

Dumpster
San. Pkts

PARKING

Parking Sign

Parking Sign

PARKING

→ INDICATES FLOW OF TRAFFIC



CERTIFICATE OF LIABILITY INSURANCE

200-252-7000

OF ID 31W
BLUBC-2

DATE (MM/DD/YYYY)

01/25/10

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

PRODUCER

Prudex Insurance
P.O. Box 6
Twin Falls ID 83303
Phone: 308-734-1711 Fax: 208-734-0846

INSURED

Blue Cow Amelongs & Appraisal
Dana Jo Cameron
419 N. Meridian
Russett ID 83350

INSURERS AFFORDING COVERAGE

NAIC #

INSURER A: United Fire & Casualty

10324

INSURER B:

INSURER C:

INSURER D:

INSURER E:

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR CODE LTR INSR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> GEN. AGGREGATE LIMITS APPLIES PER <input type="checkbox"/> POLICY <input type="checkbox"/> PROD <input type="checkbox"/> LOC	60049725	04/03/09	04/03/10	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (EA OCCURRENCE) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMPROP AGG \$ 2,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTOS <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS				COMBINED SINGLE LIMIT (Rt accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ AUTO ONLY - EA ACCIDENT \$ OTHER THAN AUTO ONLY \$
	GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				OTHER THAN AUTO ONLY \$
	EXCESS / UMBRELLA LIABILITY <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> DEDUCTIBLE RETENTION: \$				EACH OCCURRENCE \$ AGGREGATE \$ \$ \$
	WORKERS COMPENSATION AND EMPLOYERS LIABILITY <input checked="" type="checkbox"/> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/EMPLOYEE EXCLUDED? (See policy for details) SPECIAL PROVISIONS below				E.L. EACH ACCIDENT \$ E.L. DISEASE - SA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	OTHER Commercial Appliance	60049739	04/03/09	04/03/10	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

CERTIFICATE HOLDER

Dani Moore, the UWB Trust
EJ and Perry Productions, Inc.
c/o KKS Management, Inc.
10100 Santa Monica Blvd 90400
Los Angeles CA 90025

CANCELLATION

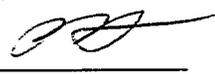
IF ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 10 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.
AUTHORIZED REPRESENTATIVE
Craig Casperson, CIC

ACORD 25 (01/01/01)

© 1988-2009 ACORD CORPORATION. All rights reserved.

AGENDA ITEM SUMMARY

DATE: 04/25/11 DEPARTMENT: Public Works

DEPT. HEAD SIGNATURE: 

SUBJECT:

Request approval for the Hailey's Main Street Antique Show special event. Event is scheduled to take place September 2-4, 2011.

AUTHORITY: ID Code _____ IAR _____ City Ordinance/Code _____
(IF APPLICABLE)

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:

Budget Line Item # _____ YTD Line Item Balance \$ _____
Estimated Hours Spent to Date: _____ Estimated Completion Date: _____
Staff Contact: _____ Phone # _____
Comments: _____

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IF APPLICABLE)

_____ City Attorney	_____ Clerk / Finance Director	<input checked="" type="checkbox"/> XX Engineer	<input checked="" type="checkbox"/> XX Building
_____ Library	<input checked="" type="checkbox"/> XX Planning	<input checked="" type="checkbox"/> XX Fire Dept.	_____
_____ Safety Committee	<input checked="" type="checkbox"/> XX P & Z Commission	<input checked="" type="checkbox"/> XX Police	_____
<input checked="" type="checkbox"/> XX Streets	<input checked="" type="checkbox"/> XX Public Works, Parks	_____ Mayor	_____

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Department Heads approved with the following contingencies:

- Signs and Banners displayed for more than 72 hrs. require a permit from the Hailey Planning & Zoning Department.
- This special event is within the Business (B) zoning district and arts and entertainment is a permitted use.
- Declaration of Insurance coverage needs to be submitted.
- No parking or vendors on the sidewalks.
- At least two trash cans must be available due to the food vendors, along with appropriate recycle receptacles.

FOLLOW-UP REMARKS:

*

AGREEMENT

In consideration of the granting of a special event permit by the City of Hailey ("the City") for the Hailey's Main Street Antique Show that will occur on September 2 - 4, 2011 from 9:00 a.m. to 7:00 p.m., plus specified set up and teardown time, ("the Event"), and pursuant to Section 12.14 of the Hailey Municipal Code, the undersigned, as the applicant ("Applicant") of a Special Event Permit from the City for the Event, does hereby agree to reimburse the City for any costs incurred by the City in repairing damage or providing any services or materials resulting from the Event. The Applicant agrees that such costs may be deducted from a non-refundable security deposit or additional deposit as established by the City, and that if costs exceed any deposit made by the applicant, further reimbursement will be made to the City upon demand. The Applicant hereby agrees to indemnify, defend and hold harmless the City and its officers and employees, in their official and individual capacities, from any and all claims, demands, obligations, liabilities, lawsuits, judgments, attorneys' fees, costs, expenses and damages of any nature caused by or arising out of, or connected with the Event. In the event either party hereto is required to retain counsel to enforce a provision of this Agreement, or to recover damages resulting from a breach hereof, the prevailing party shall be entitled to recover from the other party all reasonable attorney's fees incurred herein or on appeal, or in bankruptcy proceedings. The Applicant agrees to comply with all the laws and ordinances of the City of Hailey, Idaho applicable to the subject matter thereof, and to conduct the Event in accordance with the terms and provisions of the application for a Special Event Permit, as approved or as modified by the City, and all conditions of the Special Event Permit. The Applicant agrees that the Special Event Permit is nontransferable and shall be conducted only for the dates and locations as approved by the City.

IN WITNESS WHEREOF, Applicant and the City have executed this Agreement on this 25th day of April, 2011.

APPLICANT:

By: _____

(please sign and print name and title, if applicable)

CITY OF HAILEY:

By: _____
Rick Davis, its Mayor

ATTEST:

Mary Cone, its City Clerk

CITY OF HAILEY ■ 115 MAIN ST. S., SUITE H ■ HAILEY, IDAHO 83333 ■ 788-4221

DECISION

Based on the Application for a Special Event Permit for the Hailey's Main Street Antique Show, the City of Hailey, pursuant to Chapter 12.14 of the Hailey Municipal Code, approves the Application and grants the Special Event Permit, subject to the following conditions:

Standard Conditions

- a. The Applicant shall comply with the terms, plans, covenants and provisions of the Application, as approved or as modified by the City of Hailey.
- b. The Applicant shall comply with all applicable local, state and federal laws, regulations and ordinances before, during and after the Special Event(s).
- c. The Applicant shall execute an agreement, relating to the reimbursement of expenses, indemnification and other provisions immediately upon the approval of the application for the Special Events Permit.
- d. In the event the Applicant fails to comply with all the conditions set forth herein, the City may revoke the Special Events Permit, in whole or in part.
- e. The Applicant shall maintain in full force and effect general liability coverage during the Special Event(s) in the amount of \$1,000,000, with the City of Hailey as an additional named insured.

Other Condition

- a. Signs and Banners displayed for more than 72 hrs. require a permit from the Hailey Planning & Zoning Department.
- b. This special event is within the Business (B) zoning district and arts and entertainment is a permitted use.
- c. Declaration of Insurance coverage needs to be submitted.
- d. No parking or vendors on the sidewalks.
- e. At least two trash cans must be available due to the food vendors, along with appropriate recycle receptacles.

DATED this 25th day of April, 2011

CITY OF HAILEY

By: _____
Rick Davis, its Mayor

ATTEST:

Mary Cone, its City Clerk

CITY OF HAILEY ■ 115 MAIN ST. S., SUITE H ■ HAILEY, IDAHO 83333 ■ 788-4221



SPECIAL EVENT PERMIT APPLICATION

I. EVENT NAME: Hailey's Main Street Antique Show

II. LOCATION FOR EVENT (Be specific e.g., Hop Porter Park, all of 1st Avenue between Walnut and Pine, 115 Main St. S.):

Public Property Private Property

Vacant lot at 730 N Main Street, Hailey

III. EVENT SCHEDULE

Special Events are limited to four days, including set-up and tear-down days. No more than eight events per calendar year can be conducted by a single party or organization, unless a modification is granted by the City Council. **Please submit your modification requests in writing and attach to your application.**

Date(s) of Event	Hours	Estimated # of Attendees
Sept. 2, 3, 4; 2011	Start Time: 9:00 am End Time: 7:00 p.m.	One Hour Interval: All Day:
	Start Time: End Time:	One Hour Interval: All Day:
Date of Set-Up		
Sept. 1, 2011	Start Time: 6:00 am End Time: 11:00 p.m.	
Date of Tear Down		
Sept. 4, 2011	Start Time: 4:00 p.m End Time: 12:00 p.m.	

IV. FEES

Special Event Permit Application Fee	\$125	<input checked="" type="checkbox"/>	<u>\$125⁰⁰</u>
Per Day Park Rental Fee	\$200	<input type="checkbox"/>	_____
Security Deposit	\$500	<input checked="" type="checkbox"/>	<u>Deposit on File with City</u>
Tax (on park rental fees only)	6%	<input type="checkbox"/>	_____
TOTAL DUE			
Additional Deposit Required		<input type="checkbox"/>	<u>\$125⁰⁰</u>

V. ORGANIZATION INFORMATION

Applicant's Name: Dana Jo Cameron Title: Promoter

Mailing Address: 949 N Meridian Zip Code: 83350

Street Address: Same City: Rupert State: ID

Day Telephone: 312-4900 Evening Telephone: 532-4565

FAX Number: 532-4565 E-Mail Address: camcam@pmt.org

Applicant Name & License #: _____
Sponsoring Organization: Blue Cow Antiques & Appraisals
Non-Profit: Yes No Tax Exempt #: _____
Federal Tax #: _____ State Tax #: _____

VI. EVENT INFORMATION

New Event: Yes _____ No Annual Event: Yes No _____
Event Category: Commercial Noncommercial
Years Operating 2001
Through 2010

Estimate of Gross Ticket Sales & Revenues (commercial event only): No tickets - individual vendors will sell their own merchandise

Description of Event: Antiques, * Collectibles & Crafts

Additional Details: Liability Insurance renews on 4/3/11 - will send new insurance at that time

VII. INSURANCE REQUIREMENTS

It is the responsibility of your Special Event organizers to maintain a COMPREHENSIVE GENERAL LIABILITY insurance policy with coverage of not less than \$1,000,000.00 combined single limit per occurrence. Each policy shall be written as a primary policy, not contributing with or in excess of any coverage which the City may carry. *A certificate naming the City of Hailey, Blaine County, Idaho as additional insured shall be delivered to the City of Hailey with this application.* The adequacy of all insurance required by these provisions shall be subject to approval by the City Clerk. Failure to maintain any insurance coverage required by this agreement shall be cause for immediate termination of the application.

Insurance Company: Premiere Insurance Agent Name: Craig Casperson
Address: Box 6 - Twin Falls, ID 83301 Phone: 734-1711

HOLD HARMLESS CLAUSE

Permittee (organization/applicant) shall indemnify and hold harmless the City of Hailey, its agents, its employees and authorized volunteers from and against all claims, damages, losses and expenses, including attorney's fees, arising out of the permitted activity or the conduct of Permittee's operation of the event if such claim (1) is attributable to personal injury, bodily injury, disease or death, or to injury to or destruction of property, including the loss of use there from, and (2) is not caused by any negligent act or omission of willful misconduct of the City of Hailey or its employees acting within the scope of their employment.

(Attach any additional pages as needed)

SPECIAL EVENT ACTIVITIES & CITY SERVICES REQUESTED

Your Event Organizer is responsible for providing a complete list of event activities including a list of suppliers providing services. An event logistics map is required, detailing the location for all road closures, event set up, canopies, stages, vendors, booths, and any other major services or activities planned.

Yes	No	Check all Planned Activities	Yes	No	Check all Planned Activities
	X	Street Closures & Access / Parade Detailed map listing areas of closure, parade route is required. An ITD permit is required for Main Street.		X	Alcohol Served (Free of Charge) (name of provider)
	X	Street Closures & Access /Parade require your Event Coordinator to notify all affected businesses, churches schools and neighborhoods		X	Alcohol Sold Requires Alcohol Beverage Catering Permit (Hailey Code 5.13)
# 50	X	Canopies/Tents/Membranes/Temporary Structures (Number & Size(s) City of Hailey Fire Department, Fire Code Enforcement <u>Individual Canopies</u>	# 50		Food/Beverages will be served (List Caterers): <u>Hamburgers-Smoothies (Vended)</u>
	X	Medical Services (Circle) <u>First Aid</u> and/or EMS Services Who is providing services? <u>Dana Jo Cameron</u>	# 50		Vendors items sold/ solicitation
# 2	X	Security (detail who, number of officers, times. Attach plan) <u>Private Security</u>	# 50		Booths: Profit / Non-Profit
	X	Traffic Control / Shuttle Buses (Number of buses / locations / hours of operation, attach plan.)		X	Lighting plan: attach plan <u>Street Lights are Sufficient</u>
#	X	Electricity / Generators (Size _____) Attach detailed electrical plan.		X	Activities / Entertainment (Agenda) Other equipment or entertainment
			X		Signs or Banners: sign permit may be required by the City Planning and Zoning Department
	X	Water Drinking / Washing (circle)		X	Stages (Number and Size(s) _____)
	X	Gray Water Barrel / Grease Barrel (circle/detail # and locations)	#	X	Barricades. How many identify locations and attach logistics map
X		Sanitation -Trash bins, Dumpsters, Recycle <u>Large Dumpster from Clean Creek</u> (circle/detail # and locations)	# 100		EVENT estimated attendance <u>per hour</u>
# 2		Porta Toilets / Wash Stations (Quantity <u>ADA</u> <u>Regular</u>) <u>1</u> <u>1</u>	# 6		Number of staff working event
X			# 0		Number of volunteers working

I hereby certify that I have read and will abide by the laws, rules and regulations set forth by the City of Hailey, Blaine County, and the State of Idaho, and in signing this application, I hereby agree that I and the organization I represent, shall hold the City of Hailey and all of its agents or employees free and blameless from any claim, liability or damage which may arise from use of City facilities or equipment, whether or not the City of Hailey, its agents or employees are jointly negligent. I further agree to promptly reimburse the City of Hailey and all of its agents for any clean up loss or damage to City property resulting from this use, as well as permitting, staffing, equipment use/rental, property use/rental, clean up, inspections involving the use of public property, public employees or public equipment for the Special Event. In the event the deposit exceeds the actual charges, the City Clerk shall refund the balance to the applicant.

Event Organizer's Signature: Dana Jo Cameron

Date: 1/4/11

Hailey's Main Street Antique Show

ALBERTSON

MAIN STREET → → → → →

Parking Sign

PARKING

VENDER ROW

VENDER ROW

VENDER ROW

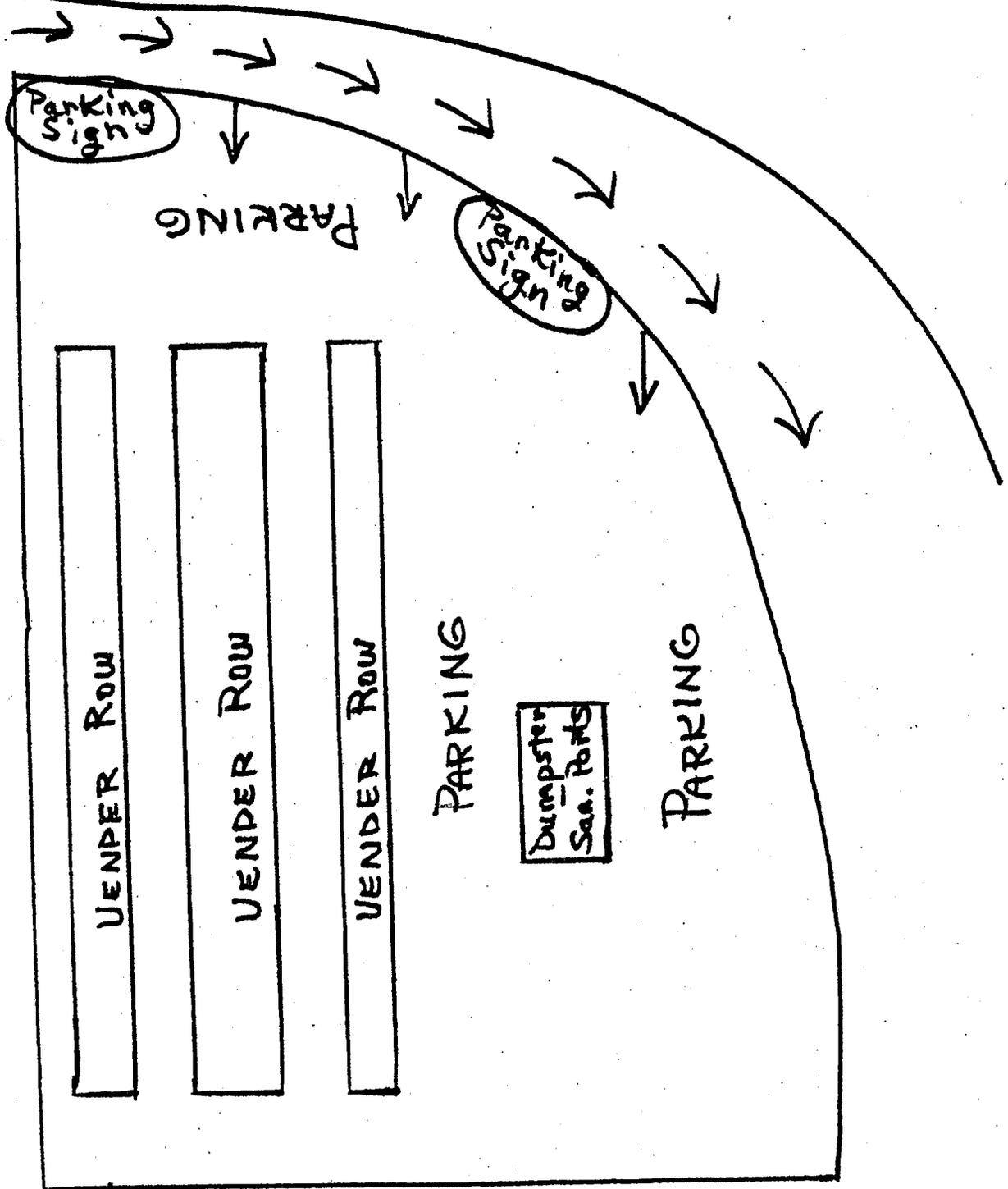
PARKING

Dumpster
San. Ports

PARKING

McDonald's

INDICATES FLOW OF TRAFFIC



100-252-4500



CERTIFICATE OF LIABILITY INSURANCE

OP ID SLIP
BLORC-2

DATE (MM/DD/YYYY)
01/25/10

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

PRODUCER
Phenix Insurance
P.O. Box 6
Twin Falls ID 83323
Phone: 208-734-1711 Fax: 208-734-8846

INSURED
Blue Cow Antiques & Appraisal
Dana Jo Cameron
849 N Meridian
Russett ID 83320

INSURERS AFFORDING COVERAGE

INSURER A:	United Fire & Casualty	NAIC #	10324
INSURER B:			
INSURER C:			
INSURER D:			
INSURER E:			

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN PRODUCED BY PAID CLAIMS.

INSR ADD'L LTR INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR GEN. AGGREGATE LIMIT APPL. EA PER POLICY: <input type="checkbox"/> PRO <input type="checkbox"/> LOC	60049733	04/03/09	04/03/10	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (EA OCCUR) \$ 100,000 MED. EXP. (ANY ONE EVENT) \$ 5,000 PERSONAL & ADV. INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/PROP AGG \$ 2,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS				COMBINED SINGLE LIMIT (Per accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN AUTO ONLY. AGG. N \$
	EXCESS/UMBRELLA LIABILITY <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> DEDUCTIBLE RETENTION: \$				EACH OCCURRENCE \$ AGGREGATE \$ \$ \$ \$
	WORKERS COMPENSATION AND EMPLOYERS LIABILITY <input checked="" type="checkbox"/> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/ MEMBER EXCLUDED? (mandatory in NH) (If yes, describe under SPECIAL PROVISIONS below)				W/C STATUS: <input type="checkbox"/> TOTAL BODILY LIMITS: <input type="checkbox"/> ER E.L. EACH ACCIDENT \$ E.L. DISEASE - SA EMPLOYEES \$ E.L. DISEASE - POLICY LIMIT \$
A	OTHER Commercial Appliance	60049739	04/03/09	04/03/10	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

CERTIFICATE HOLDER

Dani Moore, The GNB Trust
 Pajama Party Productions, Inc.
 c/o NKS Management, Inc.
 10100 Santa Monica Blvd, Ste 1500
 Los Angeles, CA 90025

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 10 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.
 AUTHORIZED REPRESENTATIVE
 Craig Harrison, CIC

AGENDA ITEM SUMMARY

DATE: 04/25/2011 DEPARTMENT: Public Works

DEPT. HEAD SIGNATURE: 

SUBJECT:

Request approval for The Sun Valley Center for the Arts – Grupo Fantasma Concert at Hop Porter Park to be held on 06/16/2011, 12:00PM - 10:00PM.

AUTHORITY: ID Code _____ IAR _____ City Ordinance/Code _____
(IF APPLICABLE)

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:

Budget Line Item # _____ YTD Line Item Balance \$ _____
Estimated Hours Spent to Date: _____ Estimated Completion Date: _____
Staff Contact: _____ Phone # _____
Comments:

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IF APPLICABLE)

_____ City Attorney	_____ Clerk / Finance Director	__XX Engineer	__XX Building
_____ Library	__XX Planning	__XX Fire Dept.	_____
_____ Safety Committee	__xx P & Z Commission	__XX Police	_____
<u>XX</u> Streets	__XX Public Works, Parks	_____ Mayor	_____

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Department heads have approved and submitted the following recommendations:

- Organizer must give a 14 day notice in writing to the surrounding businesses and residents of their upcoming event.
- Organizer will pay the City of Hailey \$900.00 for law enforcement security.
- Organizer must set up barricades according to the attached map and maintain an emergency services twenty foot (20') right of way.
- Organizer must provide their own type 1 MUTC compliant barricades or may borrow from the Street Department, if available.
- Seven (7) Portable Restrooms will need to be provided with a minimum of one being handicapped accessible.
- Dumpsters/trash and recycle receptacles will need to be provided.
- Applicant will be responsible for repair of any turf and/or sprinkler damage.
- Any special power requirements will need to be approved. Only City approved electricians will be allowed in the power boxes.
- Applicant will need to coordinate special needs through the Public Works Director.
- A meeting with Parks Dept personnel is required.
- Signs and Banners displayed for more than 72 hrs. require a permit from the Hailey Planning & Zoning Department.
- This special event is within the RGB zoning district. No provisions exist within the zoning code to address special events within this zoning district; however the Special Event standards address and mitigate neighborhood impacts.

FOLLOW-UP REMARKS:

*

AGREEMENT

In consideration of the granting of a special event permit by the City of Hailey ("the City") for the Grupo Fantasma Concert that will occur on June 16, 2011 from 12:00 p.m. to 10:00 p.m., plus specified set up and teardown time, ("the Event"), and pursuant to Section 12.14 of the Hailey Municipal Code, the undersigned, as the applicant ("Applicant") of a Special Event Permit from the City for the Event, does hereby agree to reimburse the City for any costs incurred by the City in repairing damage or providing any services or materials resulting from the Event. The Applicant agrees that such costs may be deducted from a non-refundable security deposit or additional deposit as established by the City, and that if costs exceed any deposit made by the applicant, further reimbursement will be made to the City upon demand. The Applicant hereby agrees to indemnify, defend and hold harmless the City and its officers and employees, in their official and individual capacities, from any and all claims, demands, obligations, liabilities, lawsuits, judgments, attorneys' fees, costs, expenses and damages of any nature caused by or arising out of, or connected with the Event. In the event either party hereto is required to retain counsel to enforce a provision of this Agreement, or to recover damages resulting from a breach hereof, the prevailing party shall be entitled to recover from the other party all reasonable attorney's fees incurred herein or on appeal, or in bankruptcy proceedings. The Applicant agrees to comply with all the laws and ordinances of the City of Hailey, Idaho applicable to the subject matter thereof, and to conduct the Event in accordance with the terms and provisions of the application for a Special Event Permit, as approved or as modified by the City, and all conditions of the Special Event Permit. The Applicant agrees that the Special Event Permit is nontransferable and shall be conducted only for the dates and locations as approved by the City.

IN WITNESS WHEREOF, Applicant and the City have executed this Agreement on this 25th day of April, 2011.

APPLICANT:

By: _____

(please sign and print name and title, if applicable)

CITY OF HAILEY:

By: _____

Rick Davis, its Mayor

ATTEST:

Mary Cone, its City Clerk

CITY OF HAILEY ■ 115 MAIN ST. S., SUITE H ■ HAILEY, IDAHO 83333 ■ 788-4221

DECISION

Based on the Application for a Special Event Permit for the Grupo Fantasma Concert, the City of Hailey, pursuant to Chapter 12.14 of the Hailey Municipal Code, approves the Application and grants the Special Event Permit, subject to the following conditions:

Standard Conditions

- a. The Applicant shall comply with the terms, plans, covenants and provisions of the Application, as approved or as modified by the City of Hailey.
- b. The Applicant shall comply with all applicable local, state and federal laws, regulations and ordinances before, during and after the Special Event(s).
- c. The Applicant shall execute an agreement, relating to the reimbursement of expenses, indemnification and other provisions immediately upon the approval of the application for the Special Events Permit.
- d. In the event the Applicant fails to comply with all the conditions set forth herein, the City may revoke the Special Events Permit, in whole or in part.
- e. The Applicant shall maintain in full force and effect general liability coverage during the Special Event(s) in the amount of \$1,000,000, with the City of Hailey as an additional named insured.

Other Condition

- a. Organizer must give a 14 day notice in writing to the surrounding businesses and residents of their upcoming event.
- b. Organizer will pay the City of Hailey \$900.00 for law enforcement security.
- c. Organizer must set up barricades according to the attached map and maintain an emergency services twenty foot (20') right of way.
- d. Organizer must provide their own type 1 MUTC compliant barricades or may borrow from the Street Department, if available.
- e. Seven (7) Portable Restrooms will need to be provided with a minimum of one being handicapped accessible.
- f. Dumpsters/trash and recycle receptacles will need to be provided.
- g. Applicant will be responsible for repair of any turf and/or sprinkler damage.
- h. Any special power requirements will need to be approved. Only City approved electricians will be allowed in the power boxes.
- i. Applicant will need to coordinate special needs through the Public Works Director.
- j. A meeting with Parks Dept personnel is required.
- k. Signs and Banners displayed for more than 72 hrs. require a permit from the Hailey Planning & Zoning Department.

DATED this 25th day of April, 2011.

CITY OF HAILEY

By: _____
Rick Davis, its Mayor

ATTEST:

Mary Cone, its City Clerk

CITY OF HAILEY ■ 115 MAIN ST. S., SUITE H ■ HAILEY, IDAHO 83333 ■ 788-4221



SPECIAL EVENT PERMIT APPLICATION

RECEIVED
MAR 08 2011

I. EVENT NAME: GRUPO FANTASMA CONCERT

II. LOCATION FOR EVENT (Be specific e.g., Hop Porter Park, all of 1st Avenue between Walnut and Pine, 115 Main St. S.):

Public Property Private Property
HOP PORTER PARK

III. EVENT SCHEDULE

Special Events are limited to four days, including set-up and tear-down days. No more than eight events per calendar year can be conducted by a single party or organization, unless a modification is granted by the City Council. Please submit your modification requests in writing and attach to your application.

Date(s) of Event:	Hours	Estimated # of Attendees
<u>6/16/11</u>	Start Time: <u>12pm</u> End Time: <u>10pm</u>	One Hour Interval: All Day: <u>1000</u>
	Start Time: End Time:	One Hour Interval: All Day:
Date of Set-Up <u>6/15</u>	Start Time: <u>3:pm</u> End Time: <u>5:pm</u>	
Date of Tear Down <u>6/17</u>	Start Time: <u>8am</u> End Time: <u>12pm</u>	

IV. FEES

Special Event Permit Application Fee	\$125	<input checked="" type="checkbox"/>	<u>125-</u>
Per Day Park Rental Fee	\$200	<input checked="" type="checkbox"/>	<u>600-</u>
Security Deposit	\$500	<input type="checkbox"/>	<u>on file</u>
Tax (on park rental fees only)	6%	<input type="checkbox"/>	<u>EXEMPT</u>
TOTAL DUE			<u>725-</u>
Additional Deposit Required		<input type="checkbox"/>	

pd in full 3/25/11

V. ORGANIZATION INFORMATION

Applicant's Name: SVCA - ALBERT KING Title: EVENT MANAGER

Mailing Address: Box 656 Sun Valley Zip Code: 83353

Street Address: 131 5th St City: KEETCHUM State: _____

Day Telephone: 726 9491 x27 Evening Telephone: 721 2641 cell

FAX Number: 726 2344 E-Mail Address: AKING@SUNVALLEYCENTER.ORG

Applicant Driver's License #: 2C238627K
Sponsoring Organization: SUN VALLEY CENTER FOR THE ARTS
Non-Profit: Yes No Tax Exempt #: ON FILE
Federal Tax #: _____ State Tax #: _____

VI. EVENT INFORMATION

New Event: Yes No _____ Annual Event: Yes _____ No Years Operating _____
Event Category: Commercial Noncommercial
Estimate of Gross Ticket Sales & Revenues (commercial event only): \$ 7500.00

Description of Event: Concert

Additional Details: _____

VII. INSURANCE REQUIREMENTS

It is the responsibility of your Special Event organizers to maintain a COMPREHENSIVE GENERAL LIABILITY insurance policy with coverage of not less than \$1,000,000.00 combined single limit per occurrence. Each policy shall be written as a primary policy, not contributing with or in excess of any coverage which the City may carry. *A certificate naming the City of Hailey, Blaine County, Idaho as additional insured shall be delivered to the City of Hailey with this application.* The adequacy of all insurance required by these provisions shall be subject to approval by the City Clerk. Failure to maintain any insurance coverage required by this agreement shall be cause for immediate termination of the application.

Insurance Company: ON FILE Agent Name: _____
Address: _____ Phone: _____

HOLD HARMLESS CLAUSE

Permittee (organization/applicant) shall indemnify and hold harmless the City of Hailey, its agents, its employees and authorized volunteers from and against all claims, damages, losses and expenses, including attorney's fees, arising out of the permitted activity or the conduct of Permittee's operation of the event if such claim (1) is attributable to personal injury, bodily injury, disease or death, or to injury to or destruction of property, including the loss of use there from, and (2) is not caused by any negligent act or omission of willful misconduct of the City of Hailey or its employees acting within the scope of their employment.

(Attach any additional pages as needed)

SPECIAL EVENT ACTIVITIES & CITY SERVICES REQUESTED

Your Event Organizer is responsible for providing a complete list of event activities including a list of suppliers providing services. An event logistics map is required, detailing the location for all road closures, event set up, canopies, stages, vendors, booths, and any other major services or activities planned.

Yes	No	Check all Planned Activities	Yes	No	Check all Planned Activities
X		Street Closures & Access / Parade Detailed map listing areas of closure, parade route is required. An ITD permit is required for Main Street.		X	Alcohol Served (Free of Charge) (name of provider)
	X	Street Closures & Access /Parade require your Event Coordinator to notify all affected businesses, churches schools and neighborhoods	X		Alcohol Sold Requires Alcohol Beverage Catering Permit (Hailey Code 5.13) <u>SVCA</u>
#		Canopies/Tents/Membranes/Temporary Structures (Number & Size(s) <u>10x10 (3) PER WP'S</u> City of Hailey Fire Department, Fire Code Enforcement	#		Vendors items sold/ solicitation <u>THERE WILL BE 1-3 VENDORS OF FOOD</u>
X		Medical Services (Circle) First Aid and/or <u>EMS Services</u> Who is providing services? <u>CITY EMT</u>			
#	5	Security (detail who, number of officers, times. Attach plan)	#		Booths: Profit / Non-Profit
X		Traffic Control / Shuttle Buses (Number of buses / locations / hours of operation, attach plan.) <u>SEE ATTACHED</u>	X		Lighting plan: attach plan <u>JUST WORK LIGHTS FOR STAGES</u>
#	X	Electricity / Generators (Size _____) Attach detailed electrical plan.		X	Activities / Entertainment (Agenda) Other equipment or entertainment
			X		Signs or Banners: sign permit may be required by the City Planning and Zoning Department
X		Water <u>Drinking</u> / Washing (circle) <u>BACK STAGE</u>	1		Stages (Number and Size(s) <u>32' x 20'</u>)
	X	Gray Water Barrel / Grease Barrel (circle /detail # and locations)	#	1	Barricades. How many identify locations and attach logistics map
X		Sanitation -Trash bins, Dumpsters, Recycle (circle /detail # and locations) <u>NUMBERS BASED ON TICKET</u>	#	1000	EVENT estimated attendance
#		Porta Toilets / Wash Stations <u>SALES</u> (Quantity ADA Regular)	#	10	Number of staff working event
X		Location TBD. EITHER ON WEST OR EAST SIDE OF PARR	#	8	Number of volunteers working

I hereby certify that I have read and will abide by the laws, rules and regulations set forth by the City of Hailey, Blaine County, and the State of Idaho, and in signing this application, I hereby agree that I and the organization I represent, shall hold the City of Hailey and all of its agents or employees free and blameless from any claim, liability or damage which may arise from use of City facilities or equipment, whether or not the City of Hailey, its agents or employees are jointly negligent. I further agree to promptly reimburse the City of Hailey and all of its agents for any clean up loss or damage to City property resulting from this use, as well as permitting, staffing, equipment use/rental, property use/rental, clean up, inspections involving the use of public property, public employees or public equipment for the Special Event. In the event the deposit exceeds the actual charges, the City Clerk shall refund the balance to the applicant.

Event Organizer's Signature: [Signature] Date: 4/7/11

Google maps

To see all the details that are visible on the screen, use the "Print" link next to the map.

1. ROAD CLOSED TO CONCERT TRAFFIC. THRU TRAFFIC ALLOWED. MANNED BY SECURITY

2. WALLED POP-UP TENTS WILL BE USED TO CREATE A PRIVATE BACK STAGE AREA. THIS IS DIRECTLY BEHIND STAGE

3. PARK WILL BE FENCED WITH A CENTRAL ENTRY ON BULLION ST

A. PLEASE CONTACT ME WITH QUESTIONS: ABBEY KING, SUIC, 721-2641

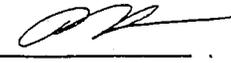
©2011 Google - Map data ©2011 Google

Photos

park

Find Tag

AGENDA ITEM SUMMARY

DATE: 04/25/11 DEPARTMENT: Public Works DEPT. HEAD SIGNATURE: 

SUBJECT:

Approval is requested for the Hailey Chamber of Commerce and The City of Hailey 4th of July Special Event. Also, authorize the Mayor to sign the ITD application's Hold Harmless Release form and General Release form and agreement.

AUTHORITY: ID Code _____ IAR _____ City Ordinance/Code _____
(IFAPPLICABLE)

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

*** Please note the organizer has added events to this application this year. Please read the attached letter in summary of the changes.***

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:

Budget Line Item # _____ YTD Line Item Balance \$ _____
Estimated Hours Spent to Date: _____ Estimated Completion Date: _____
Staff Contact: _____ Phone # _____
Comments: _____

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IFAPPLICABLE)

____ City Attorney ____ Clerk / Finance Director XX Engineer XX Building
____ Library XX Planning XX Fire Dept. _____
____ Safety Committee XX P & Z Commission XX Police _____
XX Streets XX Public Works, Parks _____ Mayor _____

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Department Heads approved with the following contingencies:

- Organizer must give a 14 day notice in writing to the surrounding businesses and residents of their upcoming event.
- Organizer must set up barricades according to the attached maps and maintain an emergency services twenty foot (20') right of way.
- Organizer must provide their own type 1 MUTC compliant barricades or may borrow from the Street Department, if available for the Criterium Bike race and Carbonate St. SMAS Children's Carnival street closures. Organizer is responsible for setting up these street closures. The Cty of Hailey Police/Street Staff will close appropriate streets for the parade and detour appropriately for the Criterium only.
- Organizer to encourage attendees to the Foxmoor Park event to commute to via bike, walk or Mt. Ride. Will post no parallel parking at the park and defer the majority of the parking to BCSD #61 parking lots.
- Organizer will be responsible for repair of any turf and/or sprinkler damage at Foxmoor Park.
- Any power requirements will need to be approved by the Public Works Department.
- Dumpster/trash and recycle receptacles will need to be provided at Carnival/Criterium street closures and at the Foxmoor Park.
- List of contact cell phone numbers for that day will need to be provided.
- Signs and Banners displayed for more than 72 hrs. require a permit from the Hailey Planning & Zoning Department.

FOLLOW-UP REMARKS:

*

AGREEMENT

In consideration of the granting of a special event permit by the City of Hailey ("the City") for the 4th of July Events that will occur on July 4, 2011 from 11:00 a.m. to 10:00 p.m., plus specified set up and teardown time, ("the Event"), and pursuant to Section 12.14 of the Hailey Municipal Code, the undersigned, as the applicant ("Applicant") of a Special Event Permit from the City for the Event, does hereby agree to reimburse the City for any costs incurred by the City in repairing damage or providing any services or materials resulting from the Event. The Applicant agrees that such costs may be deducted from a non-refundable security deposit or additional deposit as established by the City, and that if costs exceed any deposit made by the applicant, further reimbursement will be made to the City upon demand. The Applicant hereby agrees to indemnify, defend and hold harmless the City and its officers and employees, in their official and individual capacities, from any and all claims, demands, obligations, liabilities, lawsuits, judgments, attorneys' fees, costs, expenses and damages of any nature caused by or arising out of, or connected with the Event. In the event either party hereto is required to retain counsel to enforce a provision of this Agreement, or to recover damages resulting from a breach hereof, the prevailing party shall be entitled to recover from the other party all reasonable attorney's fees incurred herein or on appeal, or in bankruptcy proceedings. The Applicant agrees to comply with all the laws and ordinances of the City of Hailey, Idaho applicable to the subject matter thereof, and to conduct the Event in accordance with the terms and provisions of the application for a Special Event Permit, as approved or as modified by the City, and all conditions of the Special Event Permit. The Applicant agrees that the Special Event Permit is nontransferable and shall be conducted only for the dates and locations as approved by the City.

IN WITNESS WHEREOF, Applicant and the City have executed this Agreement on this 25th day of April, 2011.

APPLICANT:

By: _____

(please sign and print name and title, if applicable)

CITY OF HAILEY:

By: _____
Rick Davis, its Mayor

ATTEST:

Mary Cone, its City Clerk

CITY OF HAILEY ■ 115 MAIN ST. S., SUITE H ■ HAILEY, IDAHO 83333 ■ 788-4221

City of Hailey

115 MAIN STREET SOUTH, SUITE H
HAILEY, IDAHO 83333

April 25, 2011

(208) 788-4221
Fax: (208) 788-2924

Hailey Chamber of Commerce
Anna Svidgal
P.O. Box 100
Hailey, ID 83333

Subject: 4th of July Parade and Activities

Dear Anna:

Congratulations! Your 4th of July Special Event, scheduled for July 4, 2011 as requested in your application, has been approved by the City Council.

Please note the following conditions connected with the approval of your event:

- Organizer must give a 14 day notice in writing to the surrounding businesses and residents of their upcoming event.
- Organizer must set up barricades according to the attached maps and maintain an emergency services twenty foot (20') right of way.
- Organizer must provide their own type 1 MUTC compliant barricades or may borrow from the Street Department, if available for the Criterium Bike race and Carbonate St. SMAS Children's Carnival street closures. Organizer is responsible for setting up these street closures. The City of Hailey Police/Street Staff will close appropriate streets for the parade and detour appropriately for the Criterium only.
- Organizer to encourage attendees to the Foxmoor Park event to commute to via bike, walk or Mt. Ride. Will post no parallel parking at the park and defer the majority of the parking to BCSD #61 parking lots.
- Organizer will be responsible for repair of any turf and/or sprinkler damage at Foxmoor Park.
- Any power requirements will need to be approved by the Public Works Department.
- Dumpster/trash and recycle receptacles will need to be provided at Carnival/Criterium street closures and at the Foxmoor Park.
- List of contact cell phone numbers for that day will need to be provided.
- Signs and Banners displayed for more than 72 hrs. require a permit from the Hailey Planning & Zoning Department.

Thank you for choosing the City of Hailey as the venue for your Special Event.

Sincerely,

Mary Cone
City Clerk

CITY OF HAILEY

Special Event Permit

4th of July Events & Parade

At the Bullion Square Parking Lot, and on

Carbonate St W between Main St N and River St N, and on Highway
75 / Main St, and Bike Criterium on 1st Ave N, Bullion St E and
Carbonate St E and Main Street, and concert at Foxmoor Park

This permit is valid July 4, 2010

City Clerk

Issue Date

DECISION

Based on the Application for a Special Event Permit for the 4th of July Events, the City of Hailey, pursuant to Chapter 12.14 of the Hailey Municipal Code, approves the Application and grants the Special Event Permit, subject to the following conditions:

Standard Conditions

- a. The Applicant shall comply with the terms, plans, covenants and provisions of the Application, as approved or as modified by the City of Hailey.
- b. The Applicant shall comply with all applicable local, state and federal laws, regulations and ordinances before, during and after the Special Event(s).
- c. The Applicant shall execute an agreement, relating to the reimbursement of expenses, indemnification and other provisions immediately upon the approval of the application for the Special Events Permit.
- d. In the event the Applicant fails to comply with all the conditions set forth herein, the City may revoke the Special Events Permit, in whole or in part.
- e. The Applicant shall maintain in full force and effect general liability coverage during the Special Event(s) in the amount of \$1,000,000, with the City of Hailey as an additional named insured.

Other Condition

- a. Organizer must give a 14 day notice in writing to the surrounding businesses and residents of their upcoming event.
- b. Organizer must set up barricades according to the attached maps and maintain an emergency services twenty foot (20') right of way.
- c. Organizer must provide their own type 1 MUTC compliant barricades or may borrow from the Street Department, if available for the Criterium Bike race and Carbonate St. SMAS Children's Carnival street closures. Organizer is responsible for setting up these street closures. The City of Hailey Police/Street Staff will close appropriate streets for the parade and detour appropriately for the Criterium only.
- d. Organizer to encourage attendees to the Foxmoor Park event to commute to via bike, walk or Mt. Ride. Will post no parallel parking at the park and defer the majority of the parking to BCSD #61 parking lots.
- e. Organizer will be responsible for repair of any turf and/or sprinkler damage at Foxmoor Park.
- f. Any power requirements will need to be approved by the Public Works Department.
- g. Dumpster/trash and recycle receptacles will need to be provided at Carnival/Criterium street closures and at the Foxmoor Park.
- h. List of contact cell phone numbers for that day will need to be provided.
- i. Signs and Banners displayed for more than 72 hrs. require a permit from the Hailey Planning & Zoning Department.

DATED this 25th day of April, 2011.

CITY OF HAILEY

By: _____
Rick Davis, its Mayor

ATTEST:

Mary Cone, its City Clerk

CITY OF HAILEY ■ 115 MAIN ST. S., SUITE H ■ HAILEY, IDAHO 83333 ■ 788-4221



To: Heather Dawson
Hailey City Council
115 S. Main Street
Hailey, ID 83333

Dear Heather,

We are writing this letter to supplement our application for the 4th of July Celebration Event Permit. Our marketing and event planning efforts are combined this year with BCRD for the Criterium Bike Race, and Spirit and Motion Athletic School for the Children's Carnival. The 4th of July parade that the Hailey Chamber puts together with the City of Hailey is still the highlight of the celebration of the Independence Day.

We have received an interest from the 25th Army Band from Boise to perform before and during fireworks at Foxmoor Park. They would like to bring this concert to people of Hailey free of charge and synchronize their performance to the fireworks, thus enhancing our celebration at no cost.

We would kindly like to request the City Council to wave the park reservation fee of \$200.00 and support the celebration as a sponsor.

Sincerely,

Heather LaMonica Deckard
Executive Director
Hailey Chamber of Commerce

Hailey Chamber of Commerce
706 S. Main Street
P.O. Box 100 Hailey, Idaho 83333
Phone: (208) 788-3484
Fax: (208) 578-1595
www.haileyidaho.com



SPECIAL EVENT PERMIT APPLICATION

I. EVENT NAME: 4th of July parade, criterium bike race, 2.5th Army Band concert

II. LOCATION FOR EVENT (Be specific e.g., Hop Porter Park, all of 1st Avenue between Walnut and Pine, 115 Main St. S.):

Public Property Private Property

Primarily main street (see map of race route) concert at Foxmoor park.

III. EVENT SCHEDULE

Special Events are limited to four days, including set-up and tear-down days. No more than eight events per calendar year can be conducted by a single party or organization, unless a modification is granted by the City Council. **Please submit your modification requests in writing and attach to your application.**

Date(s) of Event	Hours	Estimated # of Attendees
7/4/2011	<u>Parade:</u> Start Time: <u>11 am</u> End Time: <u>1:30 pm</u>	One Hour Interval: All Day:
	<u>Bike Race</u> Start Time: <u>1:30 pm</u> End Time: <u>4:00 pm</u>	One Hour Interval: All Day:
Date of Set-Up	<u>concert</u> Start Time: <u>8: pm</u> End Time: <u>10: pm</u>	
Date of Tear Down		
7/4/2011	Start Time: End Time:	

IV. FEES

Special Event Permit Application Fee	\$125	<input type="checkbox"/>	<u>125.00</u>
Per Day Park Rental Fee	\$200	<input type="checkbox"/>	<u>200.00</u>
Security Deposit	\$500	<input type="checkbox"/>	<u>on file</u>
Tax (on park rental fees only)	6%	<input type="checkbox"/>	<u> </u>
TOTAL DUE			<u><u>325.00</u></u>
Additional Deposit Required		<input type="checkbox"/>	<u> </u>

V. ORGANIZATION INFORMATION

Applicant's Name: Hailey Chamber Title: _____

Mailing Address: P.O. Box 100 Hailey Zip Code: 83333

Street Address: 706 S. Main City: Hailey State: ID

Day Telephone: (208) 788-3484 Evening Telephone: _____

FAX Number: (208) 578-1595 E-Mail Address: anna@haileyidaho.com

Applicant Driver's License #: _____
Sponsoring Organization: Hailey Chamber / City of Hailey / BCRD
Non-Profit: Yes No Tax Exempt #: _____
Federal Tax #: 82-0420093 State Tax #: _____

VI. EVENT INFORMATION

New Event: Yes _____ No Annual Event: Yes No _____ Years Operating 50+

Event Category: Commercial Noncommercial

Estimate of Gross Ticket Sales & Revenues (commercial event only): _____

Description of Event:
4th of July parade, food / vendor booths along
parade route, shootout gang, BCRD 4th of July
Criterium bike race, children's carnival and
concert at Foxmoor park.

Additional Details:

VII. INSURANCE REQUIREMENTS

It is the responsibility of your Special Event organizers to maintain a COMPREHENSIVE GENERAL LIABILITY insurance policy with coverage of not less than \$1,000,000.00 combined single limit per occurrence. Each policy shall be written as a primary policy, not contributing with or in excess of any coverage which the City may carry. *A certificate naming the City of Hailey, Blaine County, Idaho as additional insured shall be delivered to the City of Hailey with this application.* The adequacy of all insurance required by these provisions shall be subject to approval by the City Clerk. Failure to maintain any insurance coverage required by this agreement shall be cause for immediate termination of the application.

Insurance Company: Philadelphia Agent Name: Bisnett / Marty Miller

Address: (copy on file) Phone: _____

HOLD HARMLESS CLAUSE

Permittee (organization/applicant) shall indemnify and hold harmless the City of Hailey, its agents, its employees and authorized volunteers from and against all claims, damages, losses and expenses, including attorney's fees, arising out of the permitted activity or the conduct of Permittee's operation of the event if such claim (1) is attributable to personal injury, bodily injury, disease or death, or to injury to or destruction of property, including the loss of use there from, and (2) is not caused by any negligent act or omission of willful misconduct of the City of Hailey or its employees acting within the scope of their employment.

(Attach any additional pages as needed)

SPECIAL EVENT ACTIVITIES & CITY SERVICES REQUESTED

Your Event Organizer is responsible for providing a complete list of event activities including a list of suppliers providing services. An event logistics map is required, detailing the location for all road closures, event set up, canopies, stages, vendors, booths, and any other major services or activities planned.

Yes	No	Check all Planned Activities	Yes	No	Check all Planned Activities
✓		Street Closures & Access / Parade Detailed map listing areas of closure, parade route is required. An ITD permit is required for Main Street.		✓	Alcohol Served (Free of Charge) (name of provider)
			✓		Alcohol Sold <i>licensed vendors</i> Requires Alcohol Beverage Catering Permit (Hailey Code 5.13)
✓		Street Closures & Access /Parade require your Event Coordinator to notify all affected businesses, churches schools and neighborhoods	✓		Food/Beverages will be served (List Caterers): <i>licensed vendors</i>
#		Canopies/Tents/Membranes/Temporary Structures (Number & Size(s) City of Hailey Fire Department, Fire Code Enforcement	#	✓	Vendors items sold/ solicitation <i>street vendors</i>
	✓	Medical Services (Circle) First Aid and/or EMS Services Who is providing services? _____			
#	✓	Security (detail who, number of officers, times. Attach plan)	#	✓	Booths: Profit / Non-Profit
	✓	Traffic Control / Shuttle Buses (Number of buses / locations / hours of operation, attach plan.)		✓	Lighting plan: attach plan
#	✓	Electricity / Generators (Size _____) Attach detailed electrical plan.	✓		Activities / Entertainment (Agenda) <i>announcer</i> Other equipment or entertainment <i>band</i>
				✓	Signs or Banners: sign permit may be required by the City Planning and Zoning Department
	✓	Water Drinking / Washing (circle)	✓		Stages (Number and Size(s) <i>2</i>) <i>announcer stands</i>
	✓	Gray Water Barrel / Grease Barrel (circle /detail # and locations)	#	✓	Barricades. How many identify locations and attach logistics map
✓		Sanitation Trash bins , Dumpsters, Recycle (circle /detail # and locations)	#		EVENT estimated attendance <i>4500 - 7000</i>
#	✓	Porta Toilets / Wash Stations (Quantity <u>ADA</u> <u>Regular</u>) <i>10-15</i>	#	2	Number of staff working event
			#	50	Number of volunteers working

I hereby certify that I have read and will abide by the laws, rules and regulations set forth by the City of Hailey, Blaine County, and the State of Idaho, and in signing this application, I hereby agree that I and the organization I represent, shall hold the City of Hailey and all of its agents or employees free and blameless from any claim, liability or damage which may arise from use of City facilities or equipment, whether or not the City of Hailey, its agents or employees are jointly negligent. I further agree to promptly reimburse the City of Hailey and all of its agents for any clean up loss or damage to City property resulting from this use, as well as permitting, staffing, equipment use/rental, property use/rental, clean up, inspections involving the use of public property, public employees or public equipment for the Special Event. In the event the deposit exceeds the actual charges, the City Clerk shall refund the balance to the applicant.

Event Organizer's Signature: _____

[Handwritten Signature]

Date: _____

3/8/2011

LEGEND

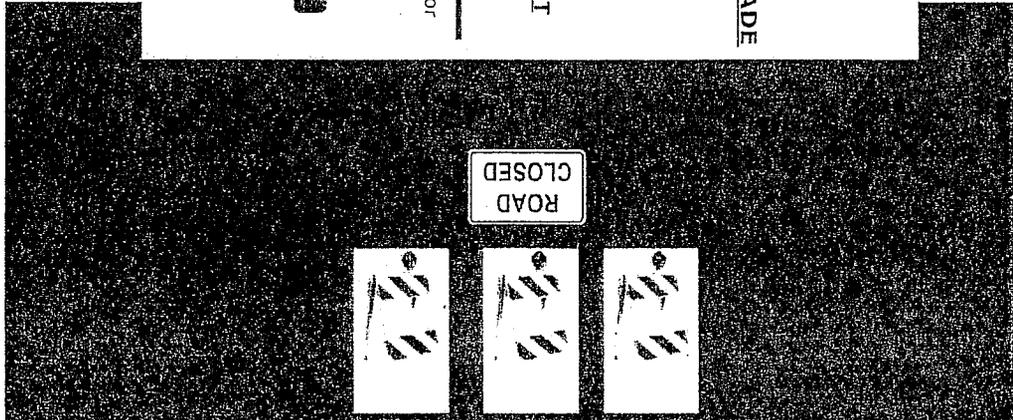
TYPE 1 BARRICADE

ROAD CLOSED

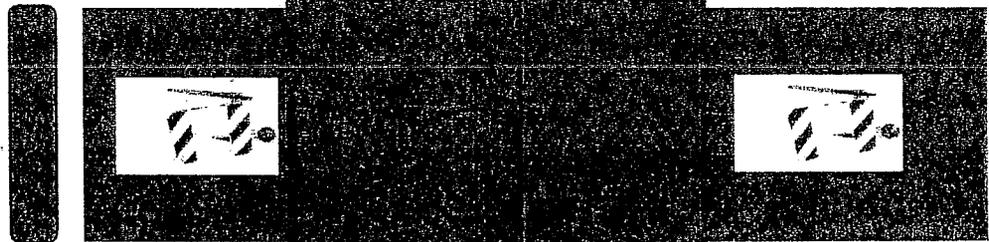
ROAD CLOSED

NO LEFT OR RIGHT TURN

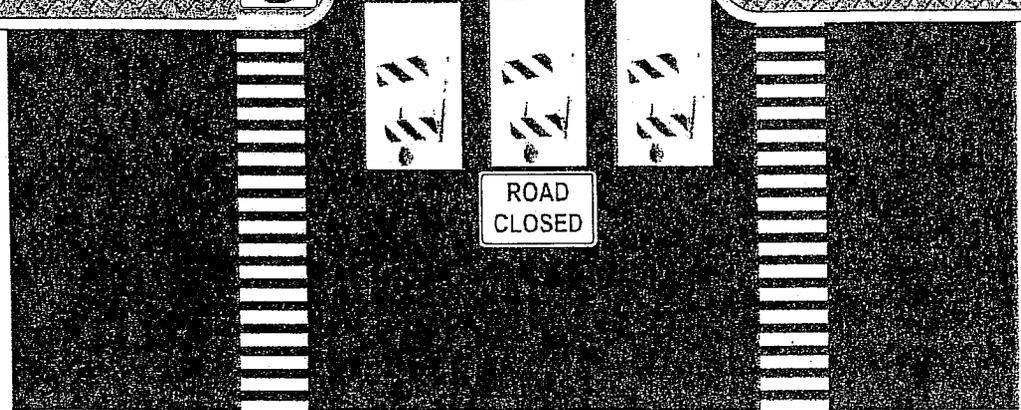
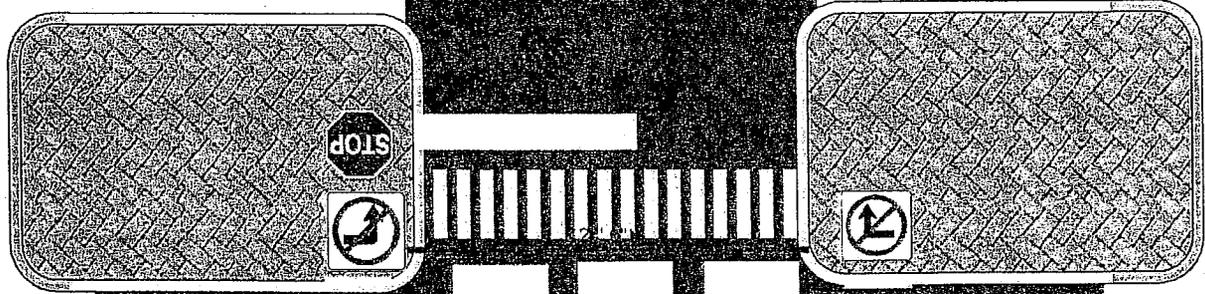
PLACEMENT AREA for Barricades



River

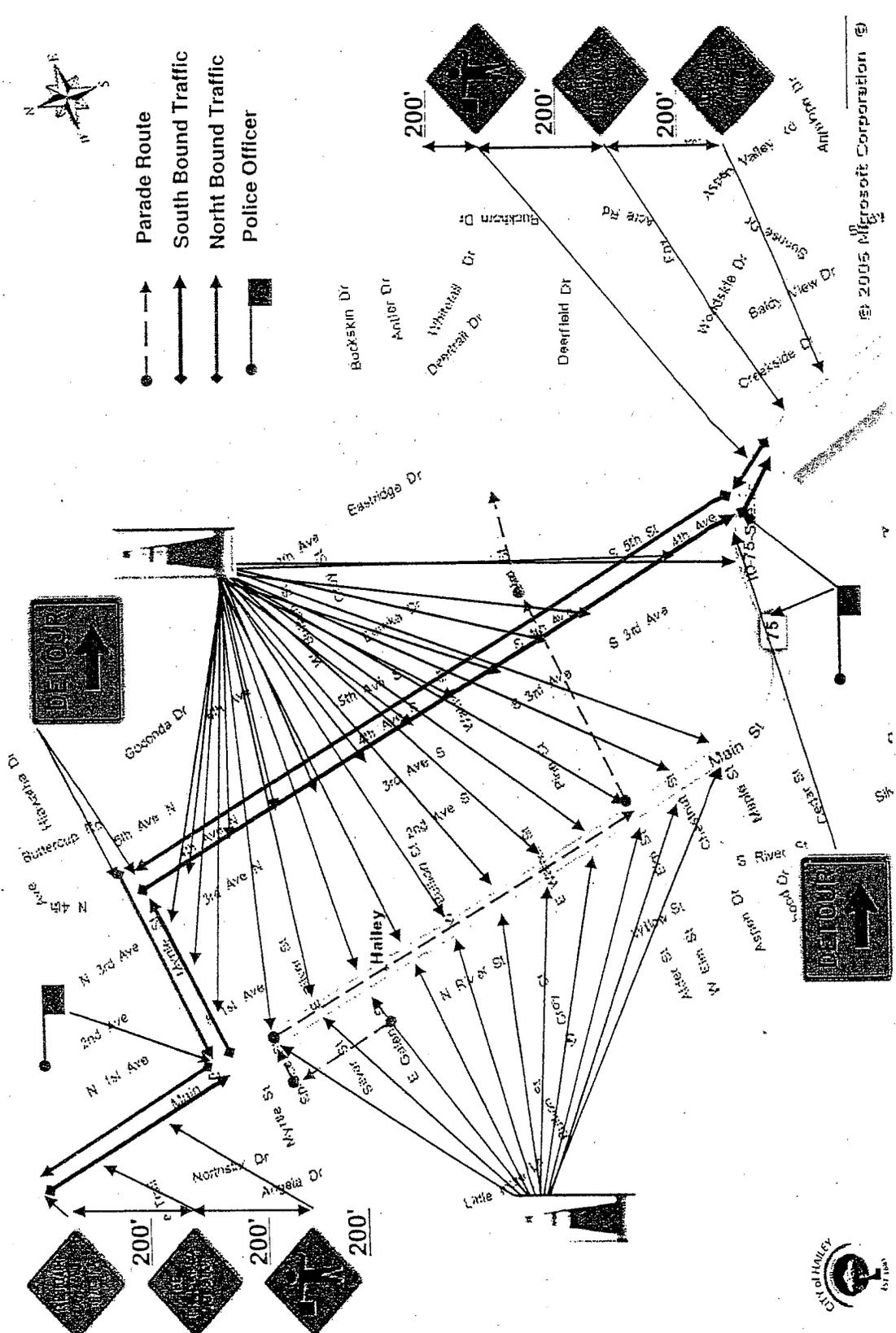


Carborate west



Main

HAILEY 4th of JULY TRAFFIC DETOUR ROUTE



ALL SIGNS WILL BE RETRO REFLECTIVE 48" X 48"
 CONES WILL BE 36" WITH RETRO REFLECTIVE STRIPES
 ALL SIGN SPACING WILL BE AT 200'

THERE WILL BE 8 CONES PER INTERSECTION ON MAIN ST

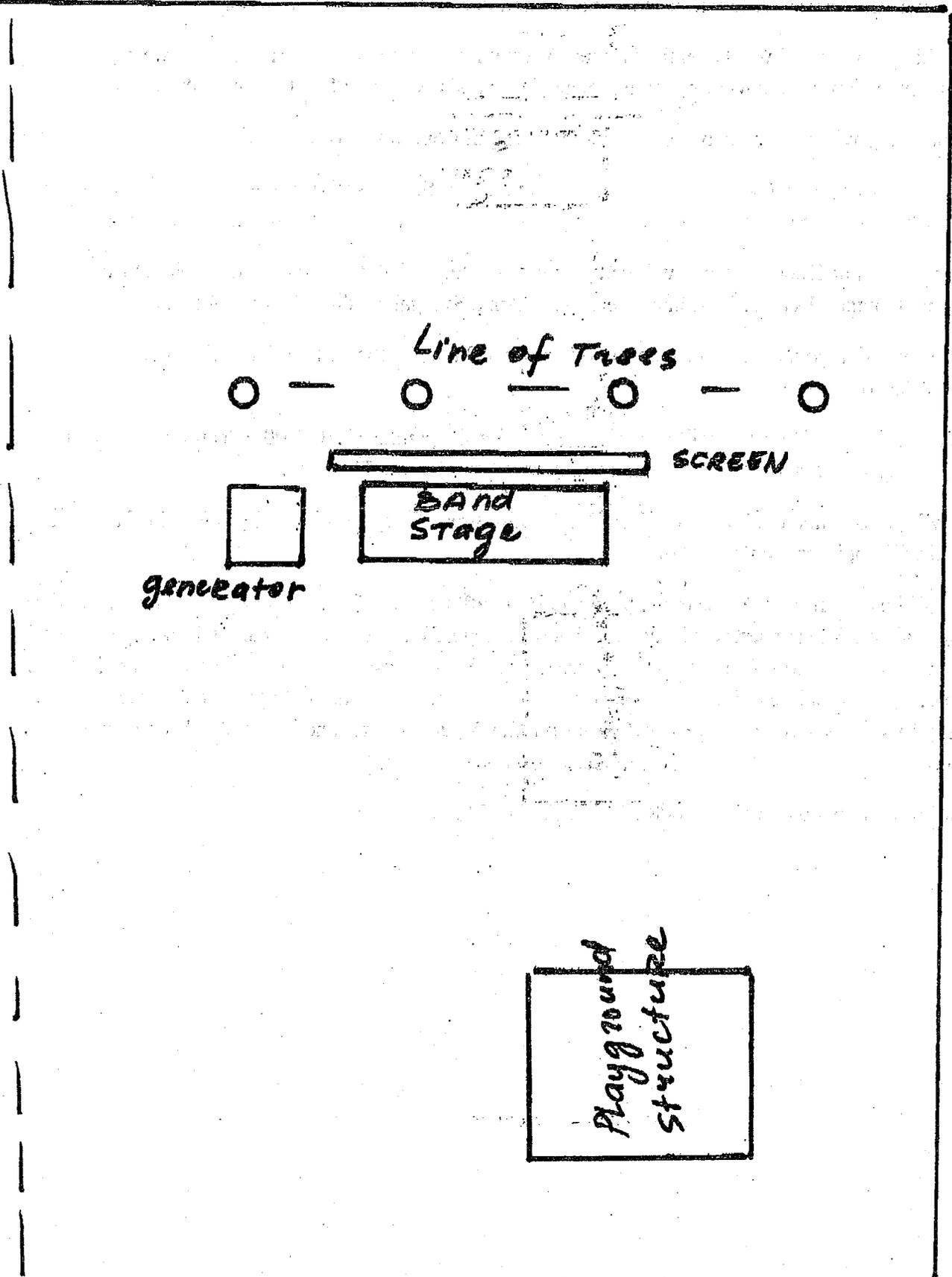
4th of July 2011 Celebration in Hailey

4th of July celebration in Hailey will be the similar to the one in 2010. Our marketing and event planning efforts are combined this year with BCRD for the Criterium Bike Race, and Spirit and Motion Athletic School for the Children's Carnival. 25th Army Band will perform before and during fireworks at Foxmoor Park.

1. The Children's Carnival will be on the Farmers Market lot (next to Bank of America) between 9:00-12:00. Contact: Spirit and Motion Athletic School, Amanda Norton 208-720-4306, 208-968-4483
2. Shoot out gang will perform between 11:00-12:00 a.m. in front of the Mint.
3. Please close down West Carbonate between Main and River Street for the announcing stand at 8:00 a.m. Last year the cars were still able to enter the street, please review police/street dept. arrangements.
4. Parade will start at 12:00 noon and will end at approximately 1:30. Please close down Main Street at 11:00 a.m. Contact: Heather LaMonica Deckard or Anna Svidgal at 788-3484 or 309-5149.
5. Possible second announcing stand at corner of Croy and Main (in the parking lot of the Four Peaks Grill). To be confirmed.
6. 4th of July Criterium Bike race will take place right after the parade. (1:30-4:00) Clean up will be until 4:30. See attached map of the route. BCRD contact is Eric Rector: 720-6719.
7. There will be food and craft/artist vendors along Main Street. Their location to be determined at a later date and will not interfere with traffic.
8. There will be amplified live music by 25th Army Band after dark before and during the fireworks at the Fox Acres Park. The concert will be accompanied by large TV screen(s). The band will set up stage and movie screen in the morning of July 4th. Please see details on the sketch submitted with the application. For this event, the public will be encouraged walk, bike, Mountain Ride or to park next to the Community Campus, on the empty lot across from the Aquatic Center and next to the Wood River High School.

Contact SFC James Sterner (208) 608-3340 or (208) 272-3581.

Buckhorn Drive



EAST RIDGE DR.

25th Army Band Concert

CERTIFICATE OF INSURANCE		Issue Date: Tuesday, March 08, 2011 11:12:49 AM
Agent for Public Entity: Greg Bloomfield Wood River Ins Inc 410 N Main Halley ID 83333-		This certificate is issued as evidence of the insurance coverage provided to the named Insuring Participant. It does not amend, extend or alter the coverage afforded by the policies below. It does not extend coverage beyond that permissible by Idaho Code Section 6-923 (Governmental Tort Liability Act)
Insuring Pool Participant: Blaine County Recreation District 1050 Fox Acres Rd #107 Halley ID 83333-		
PROGRAM AFFORDING COVERAGE: Idaho Counties Risk Management Program, Underwriters		

This is to certify that the policies of insurance listed below have been issued to the insured named above for the policy period indicated, notwithstanding any requirement, term or condition of any contract or other document with respect to which this certificate may be issued or may pertain the insurance afforded by the policies described herein is subject to all the terms, exclusions and conditions of such policies. Limits shown may have been reduced by paid claims.

Section Number	Type of Insurance - Coverage Form	Policy Number	Effective Date	Expiration Date	Deductible: Limits																																																																																	
		30A13018100110	3/8/2011	9/30/2011	\$500																																																																																	
I	PROPERTY INSURANCE	A. Buildings, Structures and Personal Property B. Automobile and Mobile Equipment Physical Damage C. Operational Disruption Expense D. Valuable Papers and Records		Amount Reported in Schedule of Values and with limits, conditions and exclusions <table border="1"> <thead> <tr> <th></th> <th>For Claims Brought Pursuant to Title ,Ch.9, Idaho Code</th> <th>For All Other Covered Liability Claims</th> </tr> </thead> <tbody> <tr> <td>II</td> <td>COMPREHENSIVE GENERAL LIABILITY</td> <td></td> <td>A. General Liability</td> <td>Each Occurrence</td> <td>\$500,000</td> <td>\$3,000,000</td> </tr> <tr> <td></td> <td></td> <td></td> <td>B. Premises Medical Payments</td> <td>Each Person Each Accident</td> <td></td> <td>\$5,000 \$100,000</td> </tr> <tr> <td></td> <td></td> <td></td> <td>C. Law Enforcement Liability</td> <td>Each Occurrence</td> <td>\$500,000</td> <td>\$3,000,000</td> </tr> <tr> <td></td> <td></td> <td></td> <td>D. Sexual Molestation (CLAIMS MADE)</td> <td>Each Claim</td> <td>\$500,000</td> <td>\$3,000,000</td> </tr> <tr> <td>III</td> <td>AUTOMOBILE LIABILITY</td> <td></td> <td>A. Automobile Liability</td> <td>Each Occurrence</td> <td>\$500,000</td> <td>\$3,000,000</td> </tr> <tr> <td></td> <td></td> <td></td> <td>B. Automobile Medical Payments</td> <td>Each Person Each Accident</td> <td></td> <td>\$5,000 \$100,000</td> </tr> <tr> <td></td> <td></td> <td></td> <td>C. Uninsured Motorist</td> <td>Each Person Each Accident</td> <td></td> <td>\$100,000 \$300,000</td> </tr> <tr> <td>IV</td> <td>ERRORS AND OMISSIONS - CLAIMS MADE FORM</td> <td></td> <td>ERRORS AND OMISSIONS LIABILITY</td> <td>Each Occurrence</td> <td>\$500,000</td> <td>\$3,000,000</td> </tr> <tr> <td></td> <td></td> <td></td> <td>Employee Medical Ins Benefit Liability</td> <td></td> <td></td> <td></td> </tr> <tr> <td>V</td> <td>CRIME INSURANCE - OCCURRENCE FORM (INCLUDES PUBLIC OFFICIALS' SURETY-IN-LIEU)</td> <td></td> <td>A. Employee Dishonesty B. Money and Securities (within premises) C. Money and Securities (outside premises)</td> <td>Each Occurrence</td> <td></td> <td>\$500,000</td> </tr> <tr> <td>VI</td> <td>BOILER AND MACHINERY</td> <td></td> <td>A. Damaged Property B. Expediting Expenses C. Business Income and Extra Expense D. Spoilage Damage E. Utility Interruption F. Newly Acquired Premises G. Ordinance or Law H. Errors and Omissions</td> <td>Each Occurrence Each Occurrence Each Occurrence Each Occurrence Each Occurrence Each Occurrence Each Occurrence General Aggregate</td> <td></td> <td>Varies Per Item \$2,500,000 Included \$1,000,000 \$2,500,000 \$5,000,000 \$5,000,000 \$10,000,000 \$100,000,000</td> </tr> </tbody> </table>				For Claims Brought Pursuant to Title ,Ch.9, Idaho Code	For All Other Covered Liability Claims	II	COMPREHENSIVE GENERAL LIABILITY		A. General Liability	Each Occurrence	\$500,000	\$3,000,000				B. Premises Medical Payments	Each Person Each Accident		\$5,000 \$100,000				C. Law Enforcement Liability	Each Occurrence	\$500,000	\$3,000,000				D. Sexual Molestation (CLAIMS MADE)	Each Claim	\$500,000	\$3,000,000	III	AUTOMOBILE LIABILITY		A. Automobile Liability	Each Occurrence	\$500,000	\$3,000,000				B. Automobile Medical Payments	Each Person Each Accident		\$5,000 \$100,000				C. Uninsured Motorist	Each Person Each Accident		\$100,000 \$300,000	IV	ERRORS AND OMISSIONS - CLAIMS MADE FORM		ERRORS AND OMISSIONS LIABILITY	Each Occurrence	\$500,000	\$3,000,000				Employee Medical Ins Benefit Liability				V	CRIME INSURANCE - OCCURRENCE FORM (INCLUDES PUBLIC OFFICIALS' SURETY-IN-LIEU)		A. Employee Dishonesty B. Money and Securities (within premises) C. Money and Securities (outside premises)	Each Occurrence		\$500,000	VI	BOILER AND MACHINERY		A. Damaged Property B. Expediting Expenses C. Business Income and Extra Expense D. Spoilage Damage E. Utility Interruption F. Newly Acquired Premises G. Ordinance or Law H. Errors and Omissions	Each Occurrence Each Occurrence Each Occurrence Each Occurrence Each Occurrence Each Occurrence Each Occurrence General Aggregate		Varies Per Item \$2,500,000 Included \$1,000,000 \$2,500,000 \$5,000,000 \$5,000,000 \$10,000,000 \$100,000,000
	For Claims Brought Pursuant to Title ,Ch.9, Idaho Code	For All Other Covered Liability Claims																																																																																				
II	COMPREHENSIVE GENERAL LIABILITY		A. General Liability	Each Occurrence	\$500,000	\$3,000,000																																																																																
			B. Premises Medical Payments	Each Person Each Accident		\$5,000 \$100,000																																																																																
			C. Law Enforcement Liability	Each Occurrence	\$500,000	\$3,000,000																																																																																
			D. Sexual Molestation (CLAIMS MADE)	Each Claim	\$500,000	\$3,000,000																																																																																
III	AUTOMOBILE LIABILITY		A. Automobile Liability	Each Occurrence	\$500,000	\$3,000,000																																																																																
			B. Automobile Medical Payments	Each Person Each Accident		\$5,000 \$100,000																																																																																
			C. Uninsured Motorist	Each Person Each Accident		\$100,000 \$300,000																																																																																
IV	ERRORS AND OMISSIONS - CLAIMS MADE FORM		ERRORS AND OMISSIONS LIABILITY	Each Occurrence	\$500,000	\$3,000,000																																																																																
			Employee Medical Ins Benefit Liability																																																																																			
V	CRIME INSURANCE - OCCURRENCE FORM (INCLUDES PUBLIC OFFICIALS' SURETY-IN-LIEU)		A. Employee Dishonesty B. Money and Securities (within premises) C. Money and Securities (outside premises)	Each Occurrence		\$500,000																																																																																
VI	BOILER AND MACHINERY		A. Damaged Property B. Expediting Expenses C. Business Income and Extra Expense D. Spoilage Damage E. Utility Interruption F. Newly Acquired Premises G. Ordinance or Law H. Errors and Omissions	Each Occurrence Each Occurrence Each Occurrence Each Occurrence Each Occurrence Each Occurrence Each Occurrence General Aggregate		Varies Per Item \$2,500,000 Included \$1,000,000 \$2,500,000 \$5,000,000 \$5,000,000 \$10,000,000 \$100,000,000																																																																																

Description of Operations/Locations/Vehicles/Restrictions/Special Items:
 July 4th Criterium Event, July 4, 2011

Evidence of Insurance

Certificate Holder: Idaho Department of Transportation 216 South Date Shoshone ID 83352	Cancellation Should any of the above described policies be cancelled before the expiration date thereof, the issuing Program will endeavor to mail 30 days written notice to the certificate holder named to the left, but failure to mail such notice shall impose no obligation or liability of any kind upon the Program, its agents or representatives.
	Authorized Representative <i>Shery Harmon</i> ICRMP 10/11

CERTIFICATE OF INSURANCE

Issue Date: Tuesday, March 08, 2011 11:11:49 AM

Agent for Public Entity:

Greg Bloomfield
Wood River Ins Inc
410 N Main
Hailey ID 83333-

This certificate is issued as evidence of the insurance coverage provided to the named Insuring Participant. It does not amend, extend or alter the coverage afforded by the policies below. It does not extend coverage beyond that permissible by Idaho Code Section 6-923 (Governmental Tort Liability Act)

Insuring Pool Participant:

Blaine County Recreation District
1050 Fox Acres Rd #107
Hailey ID 83333-

PROGRAM AFFORDING COVERAGE:

Idaho Counties Risk Management Program, Underwriters

This is to certify that the policies of insurance listed below have been issued to the insured named above for the policy period indicated, notwithstanding any requirement, term or condition of any contract or other document with respect to which this certificate may be issued or may pertain the insurance afforded by the policies described herein is subject to all the terms, exclusions and conditions of such policies. Limits shown may have been reduced by paid claims.

Section Number	Type of Insurance - Coverage Form	Policy Number	Effective Date	Expiration Date	Deductible:
		30A13018100110	3/8/2011	9/30/2011	\$500

Section Number	Type of Insurance - Coverage Form	Description	Frequency	Limits	
				For Claims Brought Pursuant to Title, Ch. 9, Idaho Code	For All Other Covered Liability Claims
I	PROPERTY INSURANCE	A. Buildings, Structures and Personal Property B. Automobile and Mobile Equipment Physical Damage C. Operational Disruption Expense D. Valuable Papers and Records		Amount Reported in Schedule of Values and with limits, conditions and exclusions.	
II	COMPREHENSIVE GENERAL LIABILITY	A. General Liability	Each Occurrence	\$500,000	\$3,000,000
		B. Premises Medical Payments	Each Person Each Accident		\$5,000 \$100,000
		C. Law Enforcement Liability	Each Occurrence	\$500,000	\$3,000,000
		D. Sexual Molestation (CLAIMS MADE)	Each Claim	\$500,000	\$3,000,000
III	AUTOMOBILE LIABILITY	A. Automobile Liability	Each Occurrence	\$500,000	\$3,000,000
		B. Automobile Medical Payments	Each Person Each Accident		\$5,000 \$100,000
		C. Uninsured Motorist	Each Person Each Accident		\$100,000 \$300,000
IV	ERRORS AND OMISSIONS - CLAIMS MADE FORM	ERRORS AND OMISSIONS LIABILITY Employee Medical Ins Benefit Liability	Each Occurrence	\$500,000	\$3,000,000
V	CRIME INSURANCE - OCCURRENCE FORM (INCLUDES PUBLIC OFFICIALS' SURETY-IN-LIEU)	A. Employee Dishonesty B. Money and Securities (within premises) C. Money and Securities (outside premises)	Each Occurrence		\$500,000
VI	BOILER AND MACHINERY	A. Damaged Property B. Expediting Expenses C. Business Income and Extra Expense D. Spoilage Damage E. Utility Interruption F. Newly Acquired Premises G. Ordinance or Law H. Errors and Omissions	Each Occurrence Each Occurrence Each Occurrence Each Occurrence Each Occurrence Each Occurrence Each Occurrence General Aggregate		Varies Per Item \$2,500,000 Included \$1,000,000 \$2,500,000 \$5,000,000 \$5,000,000 \$10,000,000 \$100,000,000

Description of Operations/Locations/Vehicles/Restrictions/Special Items:

July 4th Criterium Event, July 4, 2011

Evidence of Insurance

Certificate Holder:
City of Hailey
Attn: Events Permit
115 Main St. S., Ste. H
Hailey ID 83333

Cancellation
Should any of the above described policies be cancelled before the expiration date thereof, the issuing Program will endeavor to mail 30 days written notice to the certificate holder named to the left, but failure to mail such notice shall impose no obligation or liability of any kind upon the Program, its agents or representatives.

Authorized Representative
Shery Harmon ICRMP 10/11

CERTIFICATE OF INSURANCE		Issue Date: Tuesday, March 08, 2011 11:11:49 AM
Agent for Public Entity: Greg Bloomfield Wood River Ins Inc 410 N Main Hailey ID 83333-		This certificate is issued as evidence of the insurance coverage provided to the named Insuring Participant. It does not amend, extend or alter the coverage afforded by the policies below. It does not extend coverage beyond that permissible by Idaho Code Section 6-923 (Governmental Tort Liability Act) PROGRAM AFFORDING COVERAGE: Idaho Counties Risk Management Program, Underwriters
Insuring Pool Participant: Blaine County Recreation District 1050 Fox Acres Rd #107 Hailey ID 83333-		

This is to certify that the policies of insurance listed below have been issued to the insured named above for the policy period indicated, notwithstanding any requirement, term or condition of any contract or other document with respect to which this certificate may be issued or may pertain the insurance afforded by the policies described herein is subject to all the terms, exclusions and conditions of such policies. Limits shown may have been reduced by paid claims.

Section Number	Type of Insurance -Coverage Form	Policy Number	Effective Date	Expiration Date	Deductible: Limits	
		30A13018100110	3/8/2011	9/30/2011	\$500	
I	PROPERTY INSURANCE	A. Buildings, Structures and Personal Property B. Automobile and Mobile Equipment Physical Damage C. Operational Disruption Expense D. Valuable Papers and Records		Amount Reported in Schedule of Values and with limits, conditions and exclusions		
					For Claims Brought Pursuant to Title ,Ch.9, Idaho Code	For All Other Covered Liability Claims
II	COMPREHENSIVE GENERAL LIABILITY	A.General Liability	Each Occurrence	\$500,000	\$3,000,000	
		B. Premises Medical Payments	Each Person Each Accident		\$5,000 \$100,000	
		C. Law Enforcement Liability	Each Occurrence	\$500,000	\$3,000,000	
		D. Sexual Molestation (CLAIMS MADE)	Each Claim	\$500,000	\$3,000,000	
III	AUTOMOBILE LIABILITY	A.Automobile Liability	Each Occurrence	\$500,000	\$3,000,000	
		B. Automobile Medical Payments	Each Person Each Accident		\$5,000 \$100,000	
		C. Uninsured Motorist	Each Person Each Accident		\$100,000 \$300,000	
IV	ERRORS AND OMISSIONS -CLAIMS MADE FORM	ERRORS AND OMISSIONS LIABILITY Employee Medical Ins Benefit Liability	Each Occurrence	\$500,000	\$3,000,000	
V	CRIME INSURANCE -OCCURRENCE FORM (INCLUDES PUBLIC OFFICIALS' SURETY-IN-LIEU	A.Employee Dishonesty B. Money and Securities (within premises) C. Money and Securities (outside premises)	Each Occurrence		\$500,000	
VI	BOILER AND MACHINERY	A.Damaged Property B. Expediting Expenses C. Business Income and Extra Expense D. Spoilage Damage E. Utility Interruption F. Newly Acquired Premises G. Ordinance or Law H. Errors and Omissions	Each Occurrence Each Occurrence Each Occurrence Each Occurrence Each Occurrence Each Occurrence Each Occurrence General Aggregate			Varies Per Item \$2,500,000 Included \$1,000,000 \$2,500,000 \$5,000,000 \$5,000,000 \$10,000,000 \$100,000,000

Description of Operations/Locations/Vehicles/Restrictions/Special Items:
 July 4th Criterium Event, July 4, 2011

Evidence of Insurance

Certificate Holder: City of Hailey Attn: Events Permit 115 Main St. S., Ste. H Hailey ID 83333	Cancellation Should any of the above described policies be cancelled before the expiration date thereof, the issuing Program will endeavor to mail 30 days written notice to the certificate holder named to the left, but failure to mail such notice shall impose no obligation or liability of any kind upon the Program, its agents or representatives. Authorized Representative <i>Shery Harmon</i> ICRMP 10/11
--	--



AGREEMENT FOR A SPECIAL EVENT ON STATE HIGHWAYS

THIS AGREEMENT, made and entered into this 8th day of March, 2011 (year), by and between the Idaho Transportation Department, hereafter called the "Department," and the City of Hailey and Hailey Chamber of Commerce, whose address is: 115 S. Main and P.O.Box 100, Hailey ID 83333 and phone number is: 788-9830 & 788-3484, hereafter called the "Sponsor," and as used herein denotes singular or plural thereof.

WHEREAS, the Sponsor proposes to conduct a Parade and Bike Criterium event called the 4th of July (parade, bike race, etc.), Located in Hailey, (Name of event) (County and/or City)

on HWY 75 from Milepost Myrtle to Milepost Cedar (Highway name or designation)

on the following date(s) July 4th, 2011, and

WHEREAS, authority for this Agreement is established by Section 40-310, Idaho Code, and the parties do hereby mutually agree as follows:

SECTION I: THE SPONSOR SHALL:

Prior to completion of this agreement:

Obtain approval from pertinent Law Enforcement Agencies for the specific event and forward the letters of approval to the Department.

Contact the appropriate District or Headquarters' Traffic section for further assistance in determining the minimum insurance coverage required for all events.

Evidence Of Insurance.

All insurers shall have a Best's rating of AV or better and be licensed and admitted in Idaho. Prior to use of state highways, Sponsor shall furnish the State of Idaho with a certificate of insurance executed by a duly authorized representative of each insurer, showing compliance with the insurance requirements set forth below. All policies required shall be written as primary policies and not as contributing or excess coverage to any coverage the State of Idaho may choose to maintain. The policies shall cover any claims that may arise out of, or result from the Sponsor's operations under the Agreement, whether such operation be by itself or by any Subcontractor or by anyone directly or indirectly employed by any of them, or by anyone including event participants, for whose acts any of them may be liable.

- All certificates shall provide for (30) day's written notice to the State of Idaho prior to cancellation or material change of any insurance referred to therein.

- All policies, except Workers compensation, shall name the State of Idaho, Idaho Department of Transportation as additional insured.
- All policies shall contain waiver of subrogation against the State of Idaho.
- Failure of the State of Idaho to demand such certificate or other evidence of full compliance with these insurance requirements or failure of the State of Idaho to identify a deficiency from evidence that is provided shall not be construed as a waiver of Sponsor's obligation to maintain such insurance.
- Failure to maintain the required insurance may result in termination of this contract at the State of Idaho's option.

Independent Contractor Status

The service or services to be rendered under this contract are those of an independent contractor. (Insert Organization name; i.e. XYZ, Inc.,DBA XYZ Sports) as sponsor is not an officer, employee or agent of the State as those terms are used in the Idaho Statutes 6-902, et al.

Indemnification

(Insert Organization name: i.e. XYZ, Inc.,DBA XYZ Sports) shall indemnify, defend and hold harmless the State of Idaho and the Idaho Transportation Department, and its officers, employees and agents from and against any liability, claims, damages, losses, expenses or actions, including reasonable attorney's fees, costs caused by or arising out of or relating to the activities of (insert Organization name, i.e. XYZ Sports) or its officers, employees, subcontractors, or agents under the (insert name of agreement; i.e. XYZ Classic Bike Race) Agreement, or arising from (insert name of organization; i.e. XYZ Sports), it's officers, employees, subcontractors, or agents failure to comply with any applicable state, federal, local, law, statute, rule, regulation or act. This duty to indemnify, defend and hold harmless shall encompass any claims which include or allege negligence of (insert name of organization; i.e. XYZ Sports), its agents, officers, volunteers or employees other than claims which arise solely out of the negligence on the part of the State of Idaho, and this duty shall survive the termination or expiration of this Agreement.

Required Insurance Coverage

(Insert organization name; i.e. XYZ Sports) shall obtain and keep in force during the term of this contract, insurance of the types and in the amounts described below.

- **Commercial General and Umbrella Liability Insurance.** (Insert organization name; i.e. XYZ Sports) shall maintain commercial general liability (CGL) and, if necessary, commercial umbrella insurance with a limit of not less than \$1,000,000 each occurrence in the aggregate. If such CGL insurance contains a general aggregate limit, it shall apply separately to this Agreement and shall not be less than \$1,000,000.
- **Automobile Liability Insurance, if applicable,** covering owned or non-owned vehicles. Combined single limit per occurrence shall not be less than \$1,000,000.
- **Workers' Compensation.** Where required by law, sponsor shall maintain all statutorily required coverage including Employer's Liability at minimum limits of \$100,000/\$500,000/\$100,000.

No Representation of Coverage Adequacy.

By requiring insurance herein, the State of Idaho does not represent that coverage and limits will

necessarily be adequate to protect Sponsor, and such coverage and limits shall not be deemed as a limitation on sponsor's liability under the indemnities granted to the State of Idaho in this contract.

Release the State from Liability

The Sponsor will have all participants sign a general "release from liability" form. If the Sponsor does not wish to use an individual general release form, a hold-harmless clause must be attached to this agreement.

All participants, support personnel and media personnel must conform to the rules set forth in Administrative Policy A-12-02, "Special Events on State Highways."

Exemptions -- Insurance Requirements

If the all parties to this agreement are agencies of the State of Idaho insured through the Department of Administration, Office of Insurance Management (Risk Management), the sponsoring state agency shall be exempt from the insurance and indemnity requirements of Section I. The exemption shall cease immediately in the event the sponsoring state agency ceases to be insured through the State of Idaho, Department of Administration, Office of Insurance Management.

File a Traffic Control Plan

The Sponsor must submit a traffic control plan to the Department for approval at least twenty (20) working days in advance of the event date(s). Events that delay traffic longer than 15 minutes are required to develop a detour route. The Traffic Control Plan should indicate positive traffic control at the beginning of the detour, a safe two-way traffic route designed to accommodate commercial truck

traffic, and clearly defined turns in the detour. Signing, flagging, and all traffic control devices where required, shall be installed, operated and maintained in conformance with the latest edition of the Manual on Uniform Traffic Control Devices.

Traffic control devices (signs, barricades, cones, tubular markers, drums, flagger paddles, etc.) shall be the responsibility of the Sponsor. When directed by the District Engineer, signing and traffic control for high volume, high-speed event sites shall be done by or under the supervision of law enforcement officers that are certified in or recognized by the State of Idaho. If requested by the Department, the Sponsor will meet with cities, law enforcement agencies and the Idaho Transportation Department at Hailey City Hall on June 15th (at least a week prior to the event) for a traffic control briefing.

Appoint a "Liaison" Officer

Herein named Kelly Schwartz
name
115 Main Street S., Hailey ID 83333 (308) 788-5965x10
address phone

The Liaison Officer shall report regularly to the District or the Headquarters' Traffic Section, as appropriate, and shall be readily available to ensure clear communication and appropriate coordination between the Department and the event Sponsor.

During the course of any special event no set of guidelines can anticipate all situations that may arise. If it becomes necessary to adapt the Department's requirements to specific problem areas, the Sponsor shall attempt

to notify the Department immediately and make any necessary modifications within the guidelines of the Special Events policy and the Manual on Uniform Traffic Control Devices.

SECTION II: THE DEPARTMENT SHALL:

Prior to completion of this agreement:

Approve the Traffic Control Plan or notify the Sponsor of any traffic control plan deficiencies as soon as possible.

Approve the Insurance policy requirements or notify the Sponsor of any deficiencies as soon as possible.

If an event is not approved, the Sponsor shall be notified, as soon as possible, so alternate plans can be made.

If there is reason to believe an illegal (non-approved) event will be held, law enforcement agencies with jurisdiction in the area of the special event shall be advised in writing by the Department to document notification.

Grant Written Permission.

Herein signified by completion of this agreement, after the Department is satisfied that all interested parties are best served.

The District Engineer shall approve intra-district events and the Assistant Chief Engineer (Operations) shall approve inter-district events. The Overlegal Permits Section will be notified by the issuing Department of approved events to determine if event vehicles need a Special Permit. Pertinent law enforcement agencies should also be notified of all approved events.

In agreement of the afore-mentioned requirements, we, the Sponsor, shall comply.

Sponsor:

Auna Sridgaal
(Sponsor/Authorized Representative)

Representing:

Hailey Chamber of Commerce

788-3484
(Phone Number)

Date: 3/8/2011

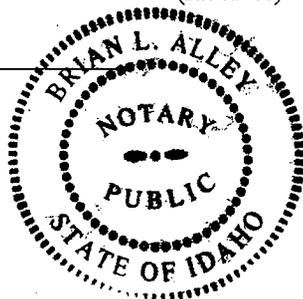
Notary for Sponsor:

Brian L. Alley
(Notary Name)

Hailey, ID 83333 208-788-3446
(Address) (Phone Number)

Date: 3/30/13
(Commission Expires)

Date: 3/7/11
(Agreement Signed)



to notify the Department immediately and make any necessary modifications within the guidelines of the Special Events policy and the Manual on Uniform Traffic Control Devices.

SECTION II: THE DEPARTMENT SHALL:

Prior to completion of this agreement:

Approve the Traffic Control Plan or notify the Sponsor of any traffic control plan deficiencies as soon as possible.

Approve the Insurance policy requirements or notify the Sponsor of any deficiencies as soon as possible.

If an event is not approved, the Sponsor shall be notified, as soon as possible, so alternate plans can be made.

If there is reason to believe an illegal (non-approved) event will be held, law enforcement agencies with jurisdiction in the area of the special event shall be advised in writing by the Department to document notification.

Grant Written Permission.

Herein signified by completion of this agreement, after the Department is satisfied that all interested parties are best served.

The District Engineer shall approve intra-district events and the Assistant Chief Engineer (Operations) shall approve inter-district events. The Overlegal Permits Section will be notified by the issuing Department of approved events to determine if event vehicles need a Special Permit. Pertinent law enforcement agencies should also be notified of all approved events.

In agreement of the afore-mentioned requirements, we, the Sponsor, shall comply.

Sponsor:

Representing:

City of Hailey

(Sponsor/Authorized Representative)

Date: 3/8/2011

(Phone Number)

Notary for Sponsor:

(Notary Name)

(Address)

(Phone Number)

Date: _____
(Commission Expires)

Date: _____
(Agreement Signed)

Subject to all terms, conditions, and provisions of this agreement or attachments, permission is hereby granted.

IDAHO TRANSPORTATION DEPARTMENT

By: _____ Date: _____
(District Engineer)

By: _____ Date: _____
(Highway Operations and Safety Engineer, if applicable)

By: _____ (Local official, if applicable) _____ (Title)

Date: _____

Notary for Department:

(Notary Name) (Address) (Phone Number)

Date: _____
(Commission Expires)

Date: _____
(Agreement Signed)



HOLD HARMLESS RELEASE

_____ proposing to conduct an event called
(Sponsor)

_____ on State Highways, do hereby indemnify, save harmless, and defend, regardless of the outcome, the State of Idaho, and the Idaho Transportation Department against all suits, claims or losses including costs, expenses and attorney fees incurred as a result of any act or omission, neglect or misconduct of the Sponsor or the participants during the event that is the subject of this agreement.

Sponsor

Date



GENERAL RELEASE

I, Hailey Chamber & City of (herein referred to as "Participant")
(Print Name) Hailey

being of lawful age, and in consideration of participating in the

4th of July parade, on July 4, 2011
(Name of Activity) (Date)

do hereby release and discharge the State of Idaho, the Idaho Transportation Department, and its agencies, officials, and employees from and against all liability to the Participant, his/her spouse, legal representatives, heirs or next of kin for any and all loss or damage, and/or claim, suit or demand on account of injury to the person or property of the Participant or resulting in the death of the Participant, arising out of, or the result of participation in the above named activity.

Participant certifies that he/she has carefully read the above provisions, and knows and understands the contents, and signs this General Release of his/her own free act.

[Signature]
(Participant)

3/8/2011
(Date)



GENERAL RELEASE

(for a Minor)

We _____ and _____,
(Print Name) (Print Name)

husband and wife (herein referred to as "Parents") as parents (or legal guardians) of
_____, a minor child, (herein referred to as "Minor")
(Print Name)

in consideration of participating in the
_____, on _____
(Name of Activity) (Date)

do hereby release and discharge the State of Idaho, the Idaho Transportation Department, and its agencies, officials and employees from and against all liability to the Minor, his/her legal representatives, heirs or next of kin for any and all loss or damage, and/or claim, suit or demand on account of injury to the person or property of the Minor or resulting in the death of Minor, arising out of or the result of participation in the above named activity.

Parents agree to indemnify and defend the State of Idaho, the Idaho Transportation Department, and its agencies, officials and employees from and against all claims, demands or suits that the Minor has or may have, either before or after he/she has reached majority.

Parents certify that they have carefully read all of the above provisions, and know and understand the contents and sign this General Release of their own free act.

(Parent)

(Date)

(Parent)

(Date)