



RECEIVED
MAY 04 2011

SPECIAL EVENT PERMIT APPLICATION

I. EVENT NAME: Sheeptown Drag Nationals #6750

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
River Street from Spruce - Silver

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
6-16-2011	Start Time: 7pm End Time: 10pm	One Hour Interval: All Day:
	Start Time: End Time:	One Hour Interval: All Day:
Date of Set-Up 6-16		
6-16	Start Time: 6:30 End Time: 10:30pm	
Date of Tear Down		
	Start Time: 10:00pm End Time: 10:30	

IV. FEES

Special Event Permit Application Fee \$125 125⁰⁰

Per Day Park Rental Fee \$200 _____

Security Deposit \$500 Chamber sponsored event

Tax (on park rental fees only) 6% _____

TOTAL DUE

Additional Deposit Required \$125

V. ORGANIZATION INFORMATION

Applicant's Name: Billy Olson / Hailey Chamber Title: _____

Mailing Address: PO Box 100 Zip Code: 1P

Street Address: 706 S. Main City: Hailey State: 83333

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

FAX Number: 208-578-1595 E-Mail Address: _____

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APR 29 2011
BY: _____

Applicant Driver's License #: 1 M11U 1002
Sponsoring Organization: Hailey
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 4

Event Category: Commercial Noncommercial

Estimate of Gross Ticket Sales & Revenues (commercial event only): 0

Description of Event:
Head to head drag racing between bikes.
Bikes are towing 105s behind them. Distance of race
to be 50 yard +/- Entrants sign in to single elimination
bracket using a nomme de gear. ex

Additional Details:
Expected Participants to be 64 racers. Event is free for
spectators - public

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: Philedephia Insurance Agent Name: Marty Miller

Address: _____ Phone: _____
on file for Hailey Chamber

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 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):
# 0		Canopies/Tents/Membranes/Temporary Structures (Number & Size(s) City of Hailey Fire Department, Fire Code Enforcement	# #	/	Vendors items sold/ solicitation
	/	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) Other equipment or entertainment
				/	Signs or Banners: sign permit may be required by the City Planning and Zoning Department
/		Water Drinking / Washing (circle) <i>Powerhouse</i>		/	Stages (Number and Size(s) _____)
	/	Gray Water Barrel / Grease Barrel (circle /detail # and locations)	# 2		Barricades. How many identify locations and attach logistics map
	/	Sanitation -Trash bins, Dumpsters, Recycle (circle /detail # and locations)	# 100		EVENT estimated attendance
#	/	Porta Toilets / Wash Stations (Quantity ADA Regular) <i>Powerhouse</i>	# 0		Number of staff working event
			# 3		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: *Billu Olson*

Date: *4/26/11*

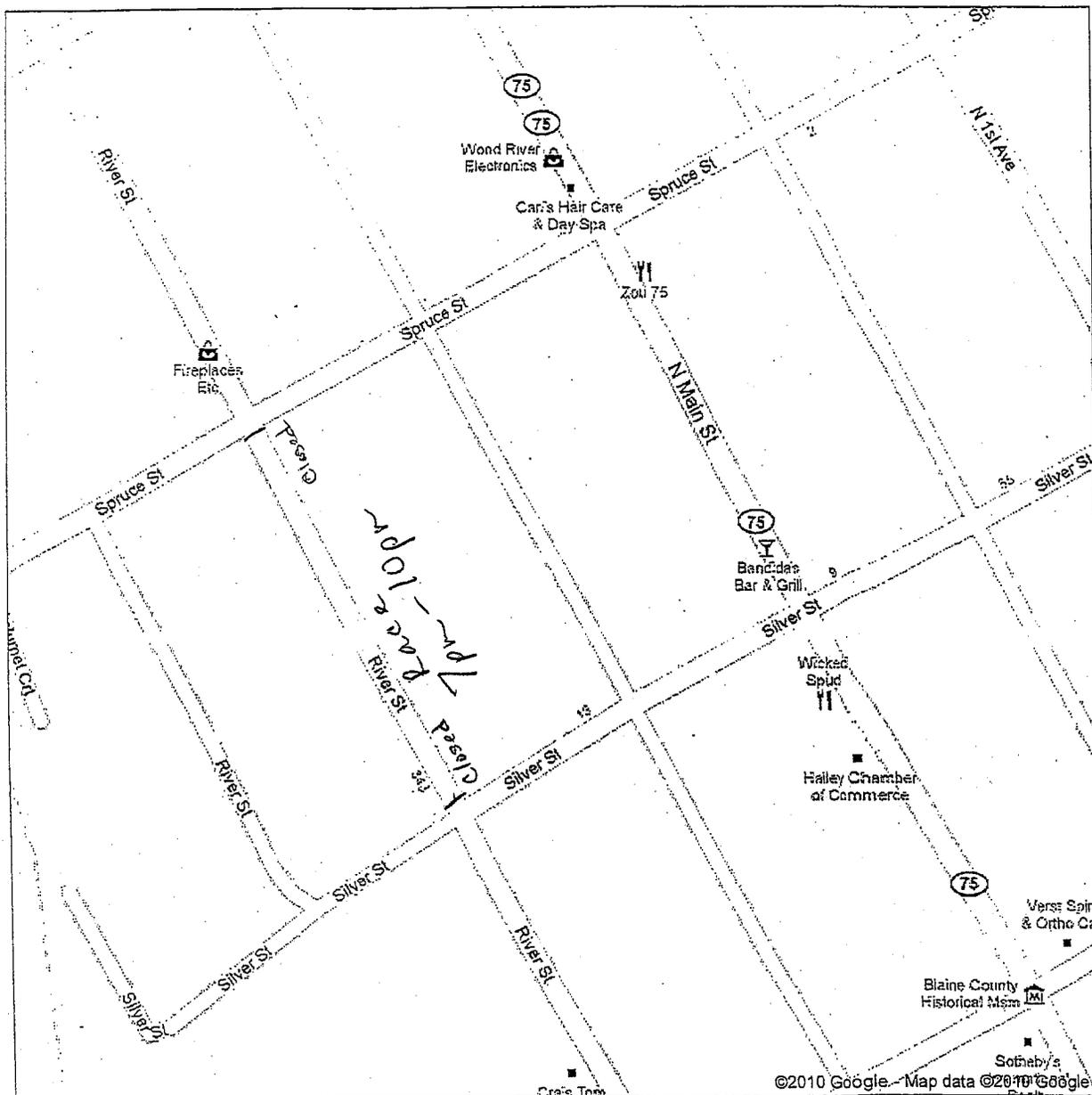
X *Billu Olson*
Billu Olson

Google maps

Address 411 S Main St
Hailey, ID 83333

Get Google Maps on your phone

Text the word "GMAPS" to 466453



DECISION

Based on the Application for a Special Event Permit for the Chamber - Sheeptown Drag Nationals, 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 set up barricades according to the attached map and maintain an emergency services twenty foot (20') right of way.
- b. Organizer must provide their own type 1 MUTC compliant barricades or may borrow from the Street Department, if available.
- c. Organizer must notify Mountain Rides of your plan to close this portion of River Street as this may disrupt their route schedule.
- d. Organizer must provide written statement of notice to neighboring residents/businesses and certification of this to the Special Event Administrator a minimum of 14 days prior to the event.
- e. Signs and Banners displayed for more than 72 hrs. require a permit from the Hailey Planning & Zoning Department.
- f. This special event is within the Business (B) zoning district and Arts, Entertainment, and Recreation is a permitted use.

DATED this 23rd day of May, 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

AGREEMENT

In consideration of the granting of a special event permit by the City of Hailey ("the City") for the Chamber - Sheeptown Drag Nationals that will occur on June 16, 2011 from 7:00 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 23rd day of May, 2011.

APPLICANT:

By: _____

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

CITY OF HAILEY:

By: _____

Rick Davis, its Mayor

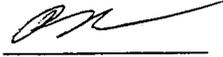
ATTEST:

Mary Cone, its City Clerk

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

AGENDA ITEM SUMMARY

DATE: 05/23/2011 DEPARTMENT: Public Works

DEPT. HEAD SIGNATURE: 

SUBJECT:

Request approval for the Chamber - Blaine County Scottish Cultural & Heritage Festival Special Event at Nelson's Field on 06/18/11, 9am-5pm.

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:

Special Event Heads approved with only the following comments:

Signs and Banners displayed for more than 72 hrs. require a permit from the City.

FOLLOW-UP REMARKS:



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MAY 04 2011

SPECIAL EVENT PERMIT APPLICATION

I. EVENT NAME: BLAINE COUNTY SCOTTISH CULTURAL HERITAGE FESTIVAL

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

NELSON'S FIELD

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>6/18</u>	Start Time: <u>9am</u>	End Time: <u>5pm</u>	One Hour Interval: <u>300</u> All Day: <input checked="" type="checkbox"/> See Note
	Start Time:	End Time:	One Hour Interval: All Day:
Date of Set-Up			
<u>6/17</u>	Start Time: <u>5pm</u>	End Time: <u>8pm</u>	
Date of Tear Down			
<u>6/18</u>	Start Time: <u>5pm</u>	End Time: <u>8pm</u>	

IV. FEES

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

V. ORGANIZATION INFORMATION

Applicant's Name: DANIEL TURNER Title: _____

Mailing Address: PO Box 4771 Zip Code: 83533

Street Address: 1321 ASPEN VALLEY DR. City: HAILEY State: ID

Day Telephone: (205) 789-9808 Evening Telephone: _____

FAX Number: _____ E-Mail Address: dturner@co.blaine.id.us

RECEIVED
APR 29 2011
BY: _____

Applicant Driver's License #: EA13145ZF

Sponsoring Organization: BLAINE COUNTY SHERIFF'S OFFICE

Non-Profit: Yes No Tax Exempt #: _____

Federal Tax #: _____ State Tax #: _____

VI. EVENT INFORMATION

New Event: Yes No Annual Event: Yes No Years Operating 15

Event Category: Commercial Noncommercial

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

Description of Event:

SCOTTISH FESTIVAL TO BENEFIT BLAINE CO. P. A. L. program. Event to include athletic competitions, dance demonstrations, pipe & drum demonstration, and local vendors. Youth's to participate in similar activities as athletic competitions.

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: B&B 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
	✓	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)
	✓	Street Closures & Access /Parade require your Event Coordinator to notify all affected businesses, churches schools and neighborhoods	✓		Alcohol Sold Requires Alcohol Beverage Catering Permit (Hailey Code 5.13)
	✓	Canopies/Tents/Membranes/Temporary Structures (Number & Size(s) City of Hailey Fire Department, Fire Code Enforcement	#6-10		Food/Beverages will be served (List Caterers): BETH'S WESTERN BROS & CATERING K.P.'S
	✓	Medical Services (Circle) First Aid and/or EMS Services Who is providing services? _____	#		Vendors items sold/ solicitation TBD
#	✓	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) Other equipment or entertainment
			✓		Signs or Banners: sign permit may be required by the City Planning and Zoning Department
	✓	Water Drinking / Washing (circle)	✓		Stages (Number and Size(s) _____)
	✓	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 <u>300</u> 500 - 750
#		Porta Toilets / Wash Stations (Quantity ADA Regular _____) <u>1 ADA 2 Regular</u>	#		Number of staff working event <u>TBD</u>
<u>3</u>			#		Number of volunteers working <u>TBD</u>

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: _____

Date: 5/14/2011

2011 Blaine County Scottish Cultural and Heritage Festival
Benefit for the Blaine County P.A.L. program

Event Date and Time: June 18, 9am-5pm

Location: Nelson's Field, Hailey, ID

8am	Athletic and Vendor Setup
8:30am	Athletic Registration and Sign-in
9am-5pm	Athletic Competitions
9am-5pm	Youth Activites
9am	Opening Pipe and Drums Demonstration
10am	Dance Demonstration
1pm	Pipe and Drum Demonstration
2pm	Dance Demonstration
4:30pm	Closing Pipe and Drum Demonstration

Google maps



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

AGREEMENT

In consideration of the granting of a special event permit by the City of Hailey ("the City") for the Chamber – Blaine County Scottish Cultural & Heritage Festival that will occur on June 18, 2011 from 9:00 a.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 23rd day of May, 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 Chamber – Blaine County Scottish Cultural & Heritage Festival, 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.

Other Condition

- a. Signs and Banners displayed for more than 72 hrs. require a permit from the City.

DATED this 23rd day of May, 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

AGENDA ITEM SUMMARY

DATE: 05/23/11 DEPARTMENT: Public Works

DEPT. HEAD SIGNATURE: 

SUBJECT:

The Chamber of Commerce is requesting approval for their NRFF Street Fair Special Event. Street Closure will be on 1st Ave S from Walnut N to Croy St E and on Croy St E from 1st Ave S to 2nd Ave S. This closure will maintain an open right of way for Atkinson's south side Parking entrance. 08/05 - 08/06/11 10:00 am - 5:00 pm

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 ___ Building
___ Library XX Planning XX Fire Dept.
___ Safety Committee ___ P & Z Commission XX Police
XX Streets XX Public Works, Parks ___ Mayor

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Special Event Heads approved with the following comments:

- a. Organizer must set up barricades according to the attached map and maintain an emergency services twenty foot (20') right of way.
- b. Organizer must provide their own type 1 MUTC compliant barricades or may borrow from the Street Department, if available.
- c. Organizer must notify Mountain Rides of your plan to close this portion of Croy Street E as this may disrupt their route schedule.
- d. Organizer must provide written statement of notice to neighboring residents/businesses and certification of this to the Special Event Administrator a minimum of 14 days prior to the event.
- e. Signs and Banners displayed for more than 72 hrs. require a permit the City.

FOLLOW-UP REMARKS:



SPECIAL EVENT PERMIT APPLICATION

I. EVENT NAME: NRFF Street Fair #2941

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

(next to Blaine County Courthouse)

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
8/5 & 8/6	Start Time: 10:00 End Time: 5:00	One Hour Interval: All Day:
	Start Time: End Time:	One Hour Interval: All Day:
Date of Set-Up		
8/4/2011	Start Time: 5:00 End Time: 8:00	
Date of Tear Down		
8/6/2011	Start Time: 5:00 End Time: 7:00	

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: 309-5149
 FAX Number: 578-1595 E-Mail Address: anna@haileyidaho.com

Applicant Driver's License #: _____
Sponsoring Organization: Hailey Chamber of Commerce
Non-Profit: Yes No Tax Exempt #: 1
Federal Tax #: 82-0420093 State Tax #: _____

VI. EVENT INFORMATION

New Event: Yes No Annual Event: Yes No Years Operating 1

Event Category: Commercial Noncommercial

Estimate of Gross Ticket Sales & Revenues (commercial event only): \$11,050 - \$6,500

Description of Event:
An arts and crafts fair downtown
Hailey, selling authentic and
handcrafted goods with children
activities corner.

Additional Details:
Set up for vendors on Friday, August 5th
Hunger Coalition event at Hope Gardens

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: _____ Phone: 726-8866

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.		X	Alcohol Served (Free of Charge) (name of provider)
				X	Alcohol Sold 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>Local Restaurants?</i>
# ✓		Canopies/Tents/Membranes/Temporary Structures (Number & Size(s) <i>50-85 (10x10)</i> City of Hailey Fire Department, Fire Code Enforcement	#		Vendors items sold/ solicitation <i>Up to 70</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 <i>Up to 70</i>
	✓	Traffic Control / Shuttle Buses (Number of buses / locations / hours of operation, attach plan.)		X	Lighting plan: attach plan
# ✓		Electricity / Generators (Size _____) Attach detailed electrical plan.	X		Activities/ Entertainment (Agenda) <i>Kids Booths Bouncy Gym</i> Other equipment or entertainment
			?		Signs or Banners: sign permit may be required by the City Planning and Zoning Department
	✓	Water Drinking / Washing (circle)		X	Stages (Number and Size(s) _____)
	✓	Gray Water Barrel / Grease Barrel (circle /detail # and locations)	# <i>9+</i>		Barricades. How many identify locations and attach logistics map
✓		Sanitation -Trash bins, Dumpsters, Recycle (circle /detail # and locations) <i>6</i>	# <i>500</i>		EVENT estimated attendance <i>Phone w/ Anna 5 Per Day</i>
# ✓		Porta Toilets / Wash Stations (Quantity ADA Regular) <i>4 (1 accessible)</i> <i>1 handwash station</i>	# <i>2</i>		Number of staff working event
			# <i>10</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: _____

Indeal

Date: _____

3/9/2011

Northern Rockies Folk Festival Street Fair 8/6-8/7

Walnut

WR
Fire

Court

Kids
corner
(on
parking lot)
Registration

Picnic
alley | street

Hope
Garden

Old house
court

Kids
craft
area/
games

10x10 Booths on both sides of street

20' Foot Emergency Right of Way

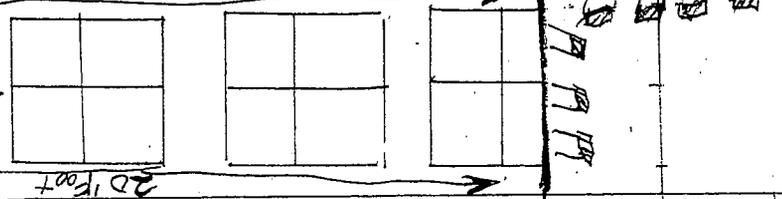
1st ave. / New Building

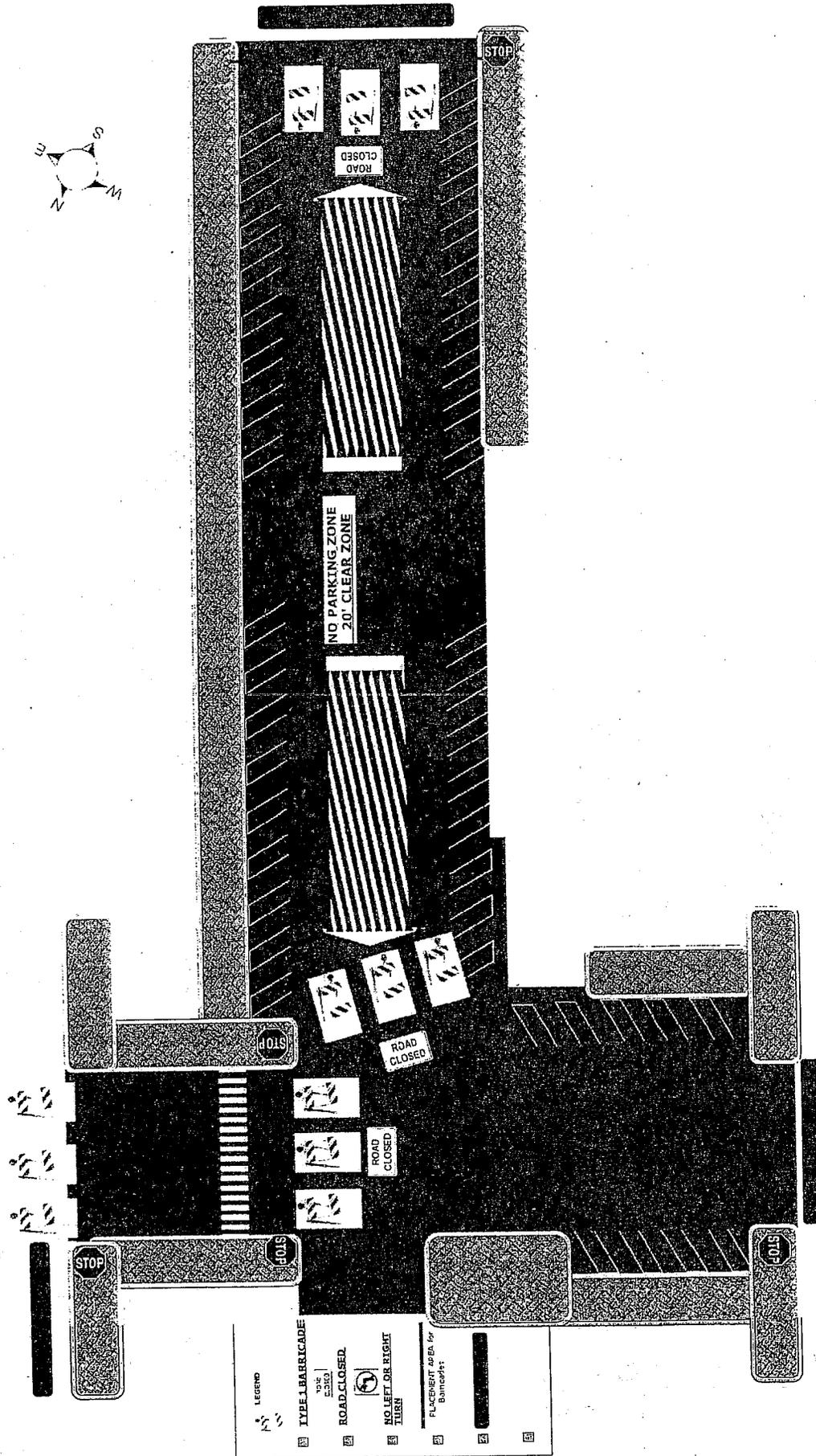
20' Foot Right of Way
Emergency

Crow

Emergency
Right of Way
Vendor
Booth
Clusters
of 4
10x10

111-117
PARKING LOT





Trina Isaacs

From: Beth Robrahn
Sent: Friday, April 22, 2011 11:56 AM
To: Trina Isaacs; 'Heather LaMonica Deckard'
Cc: Jeff Gunter
Subject: NRFF Street Fair

Trina - Heather LD and I talked today about the meeting with Atkinsons and the Alturas Plaza property manager you were going to set up to discuss the impacts of the closure of Croy for the August street fair. Heather told me she had talked to Chip Atkinson and he asked that that access into the parking off Croy was kept open.

I told Heather the issue we want to be sure Atkinsons and the other businesses understand is that the parking spaces off of Croy have a one-way access (in off of Croy) with the exit into the alley, but the alley is signed as one way, so normally to leave the parking lot you turn right from parking lot into alley which takes you to Croy. Since Croy will be blocked for the event, people leaving the parking will have to be directed to turn left into the alley. Atkinson's needs to be aware of this so that the alley on the Bullion Street end is not blocked by delivery trucks over this weekend so their customers can use the alley to turn onto Bullion.

Heather said she will call Atkinson's and Matt Engle to be sure this is understood and there aren't any other problems from their perspective we should be aware of. Heather will let you know that she has talked to them. Then, as a courtesy, we can send a letter to remind Atkinson's and Alturas Plaza of the event dates and the need to direct cars leaving the parking next to Croy to turn left into the alley and exit onto Bullion Street. A copy of that correspondence from the city in the event file will then provide the documentation for future reference if problems arise with the businesses in Alturas Plaza.

Heather, this will also need to be an amendment to the street closure plan to direct people to turn left into the alley from that particular parking area.

Let me know if you have any questions or think of any other issues.

Thanks.

Beth Robrahn
Community Development Director
City of Hailey
115 Main St
Hailey, ID 83333.
208 788 9815 x 13

DECISION

Based on the Application for a Special Event Permit for the Chamber – NRFF Street Fair, 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 set up barricades according to the attached map and maintain an emergency services twenty foot (20') right of way.
- b. Organizer must provide their own type 1 MUTC compliant barricades or may borrow from the Street Department, if available.
- c. Organizer must notify Mountain Rides of your plan to close this portion of Croy Street E as this may disrupt their route schedule.
- d. Organizer must provide written statement of notice to neighboring residents/businesses and certification of this to the Special Event Administrator a minimum of 14 days prior to the event.
- e. Signs and Banners displayed for more than 72 hrs. require a permit from the Hailey Planning & Zoning Department.

DATED this 23rd day of May, 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

AGREEMENT

In consideration of the granting of a special event permit by the City of Hailey ("the City") for the Chamber - NRFF Street Fair that will occur on August 05 - 06, 2011 from 10:00 a.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 23rd day of May, 2011.

APPLICANT:

By: _____

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

CITY OF HAILEY:

By: _____

Rick Davis, its Mayor

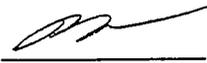
ATTEST:

Mary Cone, its City Clerk

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

AGENDA ITEM SUMMARY

DATE: 05/23/10 DEPARTMENT: Public Works

DEPT. HEAD SIGNATURE: 

SUBJECT:

Request approval for the Hailey's Antique Market Labor Day special event. Event is scheduled to take place September 2-4, 2011.

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

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: (IFAPPLICABLE)

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

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Department Heads approved with the following contingencies:

- All vehicle access to the park will be restricted to the Northeast corner of the park (it is recommended that plywood or like material be placed on the ground where vehicles will be entering the park).
- Applicant will be responsible for repair of any turf and/or sprinkler damage.
- Any power requirements will need to be approved, maximum of 200 amps available.
- Access to the RV dump is to remain open at all times.
- Signs and Banners displayed for more than 72 hrs. require a permit from the City.

FOLLOW-UP REMARKS:

*



RECEIVED
MAY 02 2011

SPECIAL EVENT PERMIT APPLICATION

I. EVENT NAME: Hailey's Antique Market - Labor Day

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

Roberta Mc Keecher Park / Hailey Armory

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>Sept 2-4</u>	Start Time: <u>9 am</u> End Time: <u>6 pm</u>	One Hour Interval: <u>100 at most</u> All Day: <u>500 all day or less</u>
<u>Sept 4th</u>	Start Time: <u>9 am</u> End Time: <u>5 pm</u>	One Hour Interval: <u>100 at most</u> All Day: <u>500 or less</u>
Date of Set-Up		
<u>Sept 1</u>	Start Time: <u>7 am</u> End Time: <u>10 pm</u>	
Date of Tear Down		
<u>Sept 4</u>	Start Time: <u>5 pm</u> End Time: <u>12 pm</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>800 -</u>
Security Deposit	\$500	<input checked="" type="checkbox"/>	<u>on file</u>
Tax (on park rental fees only)	6%	<input checked="" type="checkbox"/>	<u>\$ 48 -</u>
TOTAL DUE			<u>\$ 973 -</u>
Additional Deposit Required		<input type="checkbox"/>	

V. ORGANIZATION INFORMATION

Applicant's Name: Y. Alee Masters Title: promoter founder

Mailing Address: P.O. Box 2727 Hailey, ID Zip Code: 83333

Street Address: 113 Treasure Lane City: Hailey State: Id.

Day Telephone: 208-720-1146 ^{work} Evening Telephone: 726-3939 (Touch of Class)

*FAX Number: _____ E-Mail Address: _____

cell - I no longer have home phone

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)
#	X	Canopies/Tents/Membranes/Temporary Structures (Number & Size(s) City of Hailey Fire Department, Fire Code Enforcement	#		Food/Beverages will be served (List Caterers):
	X	Medical Services (Circle) <u>First Aid</u> and/or EMS Services Who is providing services? <u>Self</u> <u>cell phone</u> <u>I took first aid class & kit</u>	#		Vendors items sold/ solicitation <u>Antiques - vintage collectibles, art, jewelry</u>
#	X	Security (detail who, number of officers, times. Attach plan) <u>at night whenever shows not open to public</u>	#	X	Booths: Profit / Non-Profit <u>Both - Non profits are given a booth to use free at ch</u>
	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	<u>Small amount for 3 or 3 food booths</u>	X		Signs or Banners: sign permit may be required by the City Planning and Zoning Department
	X	Water <u>Drinking</u> <u>Washing</u> (circle) <u>food booths</u>		X	Stages (Number and Size(s) _____)
	X	Gray Water Barrel / Grease Barrel (circle /detail # and locations)	#	X	Barricades. How many <u>14 + 12</u> identify locations and attach logistics map <u>lowes I have</u>
	X	Sanitation -Trash bins, Dumpsters, Recycle (circle /detail # and locations)	#		EVENT estimated attendance <u>1,000 to 1,200</u>
#		Porta Toilets / Wash Stations (Quantity ADA Regular _____)	#	5	Number of staff working event
3		<u>1 handicap</u> <u>2 reg. 1 wash stand</u>	#		Number of volunteers working <u>N/A</u>

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: Y. Alex Mart Date: _____

Applicant Driver's License #: FA1078843A
Sponsoring Organization: self
Non-Profit: Yes No Tax Exempt #: _____
Federal Tax #: _____ State Tax #: _____

VI. EVENT INFORMATION

New Event: Yes _____ No Annual Event: Yes No _____ Years Operating 18

Event Category: Commercial Noncommercial

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

Description of Event:
Semi annual event for 18 years - show & sale
antiques

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: Farm Bureau Agent Name: Norm Funk
Address: 717 Main - Bellevue, Id Phone: 788-3529

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)

Airport

Trash cans
and/or recycling

3rd St

1st St
2nd St
3rd St
4th St
5th St

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First at Rt

Drinks
refrigeration

Salt
Pepper
Ketchup

Walk
way
yellow
Cafeteria
Tape

Arms, Food Vendors

Shops

ADA
paths



CERTIFICATE OF INSURANCE

IS1693

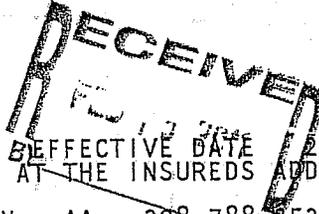
WESTERN COMMUNITY INSURANCE COMPANY P.O. BOX 4848
POCATELLO IDAHO 83205 - 4848 ISSUES THIS CERTIFICATE AS A MATTER OF INFORMATION
ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THE INSURANCE
AFFORDED IS SUBJECT TO ALL TERMS, EXCLUSIONS, AND CONDITIONS OF THE POLICIES.
THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE
POLICIES BELOW. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.



CITY OF HAILEY
115 S MAIN ST STE H
HAILEY ID 83333

INSURED NAME AND ADDRESS

MARSTERS YVONNE ALEE
Po Box 2727
Hailey ID 83333



POLICY NUMBER 8B071204 EFFECTIVE DATE 2/08/11 EXPIRATION DATE 2/08/12
12:01 AM STANDARD TIME AT THE INSUREDS ADDRESS AS STATED HEREIN.

AGENT 704 FUNK NORMAN - AA 208-788-5529

TYPE OF INSURANCE	LIMITS OF LIABILITY
GENERAL LIABILITY OCCURRENCE BASIS	
GENERAL AGGREGATE LIMIT (OTHER THAN PRODUCTS/COMPLETED OPERATIONS)	\$2,000,000
PRODUCTS/COMPLETED OPERATIONS AGGREGATE LIMIT	\$2,000,000
PERSONAL AND ADVERTISING INJURY LIMIT	\$1,000,000
EACH OCCURRENCE LIMIT	\$1,000,000
FIRE DAMAGE LIMIT	\$100,000 ANY ONE FIRE
MEDICAL EXPENSE LIMIT	\$5,000 ANY ONE PERSON
*** DESCRIPTION OF ELEMENT 23 ADDITIONAL INSURED ***	
05820 CITY OF HAILEY	
CG 20 11(01/96) ALEE LEASES PRO	

IN THE EVENT OF ANY MATERIAL CHANGE IN, OR CANCELLATION OF SAID POLICIES, THE UNDERSIGNED COMPANY WILL ENDEAVOR TO GIVE 30 DAYS WRITTEN NOTICE TO THE PARTY TO WHOM THIS CERTIFICATE IS ISSUED.

L. Leif Meyer

AUTHORIZED REPRESENTATIVE

2/10/11

DATE ISSUED

DECISION

Based on the Application for a Special Event Permit for the Hailey's Antique Market, 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. All vehicle access to the park will be restricted to the Northeast corner of the park (it is recommended that plywood or like material be placed on the ground where vehicles will be entering the park).
- b. Applicant will be responsible for repair of any turf and/or sprinkler damage.
- c. Any power requirements will need to be approved, maximum of 200 amps available.
- d. Access to the RV dump is to remain open at all times.
- e. Signs and Banners displayed for more than 72 hrs. require a permit from the Hailey Planning & Zoning Department.
- f. 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. This zoning district preserves open green space for public use.

DATED this 23rd day of May, 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

AGREEMENT

In consideration of the granting of a special event permit by the City of Hailey ("the City") for the Hailey's Antique Market that will occur on September 2 - 4, 2011 from 9:00 a.m. to 6:00 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 23rd day of May, 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

AGENDA ITEM SUMMARY

DATE: 05/23/10 DEPARTMENT: Public Works

DEPT. HEAD SIGNATURE: 

SUBJECT:

Request approval for the Hailey's Antique Market 4th of July special event. Event is scheduled to take place July 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 XX Engineer XX Building
____ Library ____ Planning XX Fire Dept. _____
____ Safety Committee ____ P & Z Commission XX Police _____
XX Streets XX Public Works, Parks ____ Mayor _____

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Department Heads approved with the following contingencies:

- All vehicle access to the park will be restricted to the Northeast corner of the park (it is recommended that plywood or like material be placed on the ground where vehicles will be entering the park).
- Applicant will be responsible for repair of any turf and/or sprinkler damage.
- Any power requirements will need to be approved, maximum of 200 amps available.
- Access to the RV dump is to remain open at all times.
- Signs and Banners displayed for more than 72 hrs. require a permit from the City.

FOLLOW-UP REMARKS:

*



RECEIVED
MAY 02 2011

SPECIAL EVENT PERMIT APPLICATION

I. EVENT NAME: Hailey's Antique Market 4th of July

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

Roberta McKeethes Park / Hailey Armory

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>July 2-4</u>	Start Time: <u>9 am</u> End Time: <u>6 pm</u>	One Hour Interval: <u>100 at most</u> All Day: <u>500 or less</u>
	Start Time: End Time:	One Hour Interval: <u>100 at most</u> All Day: <u>500 or less</u>
Date of Set-Up		
<u>July 4</u>	Start Time: <u>7 am</u> End Time: <u>10 pm</u>	
Date of Tear Down		
<u>July 4</u>	Start Time: <u>6 pm</u> End Time: <u>12 pm</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>800 -</u>
Security Deposit	\$500	<input checked="" type="checkbox"/>	<u>on file</u>
Tax (on park rental fees only)	6%	<input checked="" type="checkbox"/>	<u>48 -</u>
TOTAL DUE			<u><u>973 -</u></u>
Additional Deposit Required		<input type="checkbox"/>	<u> </u>

V. ORGANIZATION INFORMATION

Applicant's Name: Y. Alex Masters Title: promoter / founder

Mailing Address: PO Box 2727 Hailey ID Zip Code: 83333

Street Address: 113 Treasure Lane City: Hailey State: Idaho

Day Telephone: 208-720-1146 Evening Telephone: work 726-3939 (touch of chess)

FAX Number: _____ E-Mail Address: haileyantiques@aol.com

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)
	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):
#	X	Canopies/Tents/Membranes/Temporary Structures (Number & Size(s) City of Hailey Fire Department, Fire Code Enforcement	#		Vendors items sold/ solicitation Antiques - vintage collectibles, art. Jewelry
	X	Medical Services (Circle) <u>First Aid</u> and/or EMS Services Who is providing services? <u>Self</u> <u>cell phone</u> <u>I took first aid class & kit</u>	#		
#	X	Security (detail who, number of officers, times. Attach plan) <u>at night when the show is not open to public</u>	#	X	Booths: Profit / Non-Profit <u>Booth - Non profits are given a booth to use free of charge</u>
	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	<u>Small amount for 3 or 3 food booths</u>	X		Signs or Banners: sign permit may be required by the City Planning and Zoning Department
X		Water (<u>Drinking</u>) (<u>Washing</u>) (circle) <u>food booths</u>		X	Stages (Number and Size(s) _____)
	X	Gray Water Barrel / Grease Barrel (circle /detail # and locations)	#	X	Barricades. How many <u>14 + 12</u> identify locations and attach logistics map <u>Wines I have</u>
X		Sanitation -Trash bins, Dumpsters, Recycle (circle /detail # and locations)	#		EVENT estimated attendance <u>1,000 to 1,200</u>
#		Porta Toilets / Wash Stations (Quantity <u>ADA</u> <u>Regular</u>) <u>1 handicap</u> <u>2 reg. 1 wash station</u>	#	5	Number of staff working event
3			#		Number of volunteers working <u>N/A</u>

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: Y. Alex Mat Date: _____

Applicant Driver's License #: F A1078843A
Sponsoring Organization: self
Non-Profit: Yes No Tax Exempt #: _____
Federal Tax #: _____ State Tax #: _____

VI. EVENT INFORMATION

New Event: Yes _____ No Annual Event: Yes No _____ Years Operating 18

Event Category: Commercial Noncommercial

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

Description of Event:
Semi annual event for 18 years - show & sale
antiques

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: Farm Bureau Agent Name: Norm Funk
Address: 717 Main - Bellevue, Id Phone: 788-3529

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)

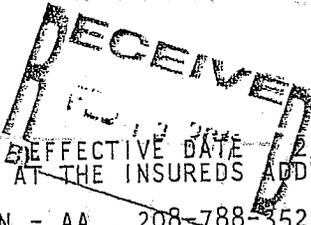
CERTIFICATE OF INSURANCE

1S1693

WESTERN COMMUNITY INSURANCE COMPANY P.O. BOX 4848
POCATELLO IDAHO 83205 - 4848 ISSUES THIS CERTIFICATE AS A MATTER OF INFORMATION
ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THE INSURANCE
AFFORDED IS SUBJECT TO ALL TERMS, EXCLUSIONS, AND CONDITIONS OF THE POLICIES.
THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE
POLICIES BELOW. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

|||||
CITY OF HAILEY
115 S MAIN ST STE H
HAILEY ID 83333

INSURED NAME AND ADDRESS
MARSTERS YVONNE ALEE
Po Box 2727
Hailey ID 83333



POLICY NUMBER 8B071204 EFFECTIVE DATE 2/08/11 EXPIRATION DATE 2/08/12
12:01 AM STANDARD TIME AT THE INSURED'S ADDRESS AS STATED HEREIN.
AGENT 704 FUNK NORMAN - AA 208-788-3529

TYPE OF INSURANCE	LIMITS OF LIABILITY
GENERAL LIABILITY OCCURRENCE BASIS	
GENERAL AGGREGATE LIMIT (OTHER THAN PRODUCTS/COMPLETED OPERATIONS)	\$2,000,000
PRODUCTS/COMPLETED OPERATIONS AGGREGATE LIMIT	\$2,000,000
PERSONAL AND ADVERTISING INJURY LIMIT	\$1,000,000
EACH OCCURRENCE LIMIT	\$1,000,000
FIRE DAMAGE LIMIT	\$100,000 ANY ONE FIRE
MEDICAL EXPENSE LIMIT	\$5,000 ANY ONE PERSON
*** DESCRIPTION OF ELEMENT 23 ADDITIONAL INSURED ***	
05820 CITY OF HAILEY	
CG 20 11(01/96) ALEE LEASES PRO	

IN THE EVENT OF ANY MATERIAL CHANGE IN, OR CANCELLATION OF SAID POLICIES, THE
UNDERSIGNED COMPANY WILL ENDEAVOR TO GIVE 30 DAYS WRITTEN NOTICE TO THE PARTY
TO WHOM THIS CERTIFICATE IS ISSUED.

L. LeFeyer

AUTHORIZED REPRESENTATIVE

2/10/11
DATE ISSUED

DECISION

Based on the Application for a Special Event Permit for the Hailey's Antique Market, 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. All vehicle access to the park will be restricted to the Northeast corner of the park (it is recommended that plywood or like material be placed on the ground where vehicles will be entering the park).
- b. Applicant will be responsible for repair of any turf and/or sprinkler damage.
- c. Any power requirements will need to be approved, maximum of 200 amps available.
- d. Access to the RV dump is to remain open at all times.
- e. Signs and Banners displayed for more than 72 hrs. require a permit from the Hailey Planning & Zoning Department.
- f. 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. This zoning district preserves open green space for public use.

DATED this 23rd day of May, 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

AGREEMENT

In consideration of the granting of a special event permit by the City of Hailey ("the City") for the Hailey's Antique Market that will occur on July 2 - 4, 2011 from 9:00 a.m. to 6:00 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 23rd day of May, 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