

AGENDA ITEM SUMMARY

DATE: 06/03/2013

DEPARTMENT: Community Development

DEPT. HEAD SIGNATURE: _____



SUBJECT:

Motion to approve special event, Summerfest being held from 1st Street between Bullion and Carbonate and Carbonate from 1st Street to Main Street (Friday, June 7th 2013 from 2:00 p.m. to 5:00 p.m.).

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

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS: Caselle # _____
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)

- | | | |
|--|--|---|
| <input type="checkbox"/> City Administrator | <input type="checkbox"/> Library | <input type="checkbox"/> Benefits Committee |
| <input type="checkbox"/> City Attorney | <input type="checkbox"/> Mayor | <input checked="" type="checkbox"/> Streets |
| <input type="checkbox"/> City Clerk | <input type="checkbox"/> Planning | <input type="checkbox"/> Treasurer |
| <input type="checkbox"/> Building | <input checked="" type="checkbox"/> Police | _____ |
| <input checked="" type="checkbox"/> Engineer | <input type="checkbox"/> Public Works, Parks | _____ |
| <input checked="" type="checkbox"/> Fire Dept. | <input type="checkbox"/> P & Z Commission | _____ |

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Recommendation to approve a special event, Summerfest being held from 1st Street between Bullion and Carbonate and Carbonate from 1st Street to Main Street (Friday, June 7th 2013 from 2:00 p.m. to 5:00 p.m.), and authorization for the Mayor to sign the special event decision and special event agreement.

ADMINISTRATIVE COMMENTS/APPROVAL:

City Administrator _____ Dept. Head in Attendance at Meeting (circle one) Yes No

ACTION OF THE CITY COUNCIL:

Date _____

City Clerk _____

FOLLOW-UP:

*Ord./Res./Agrmt./Order Originals: Record
Copies (all info.): _____
Instrument # _____

*Additional/Exceptional Originals to: _____
Copies (AIS only)



EMAIL TO DEPT HEADS: See Fee
 HFD: yes CERT INSURANCE: YES ✓
 HPD: yes STR CLOSURE: YES
 HBD: yes BARRICADE MAP: YES
 HENG: yes CATERING PERMIT: NO
 AMPL PERMIT: yes SIGN PERMIT: NO

#5032

RECEIVED
 MAY 08 2013
 BY: _____

SPECIAL EVENT PERMIT APPLICATION

EVENT NAME: Summer fest

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 Street between Bullion and Carbonate
and Carbonate from 1st to main street

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>6-7-13</u>	Start Time: <u>2 pm</u> End Time: <u>5 pm</u>	One Hour Interval: All Day: <u>700</u>
	Start Time: _____ End Time: _____	One Hour Interval: All Day: _____
Date of Set-Up	Start Time: <u>12 pm</u> End Time: <u>2 pm</u>	
Date of Tear Down	Start Time: <u>5 pm</u> End Time: <u>6 pm</u>	

IV. FEES

Special Event Permit Application Fee \$125 125.00
 Events that meet the following criteria may be exempted from Park Rental Fee by resolution of the City Council:
 Non-profit event that is held annually within the City of Hailey for at least ten consecutive years and consistently draw large numbers of participants and spectators. Tax Exempt #: _____
 Promoted locally and regionally within the state and the northwest.
 Per Day Park Rental Fee \$200 _____
 Tax (on park rental fees only) 6% _____
 Security Services Deposit _____
TOTAL DUE 125.00

V. ORGANIZATION INFORMATION

Sponsoring Organization: South Valley Merchants & Hailey Chamber
 Applicant's Name: Kim Garvin Title: Volunteer
 Address: PO Box 3467 City: Hailey State: ID Zip: 83333
 Telephone Day: 208-788-5136 Evening: _____ FAX: 208-788-5321
 Applicant Driver's License #: FA112350I EMAIL: Kasgarvin@aol.com
 Federal Tax #: _____ State Tax #: _____

VI. EVENT INFORMATION

New Event: Yes _____ No Annual Event: Yes No _____ Years Operating 6
 Event Category: Commercial Noncommercial
 Estimate of Gross Ticket Sales & Revenues (commercial event only): \$2700.00
 Description of Event: Last day of school carnival including music - face painting and bouncy houses
 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: ISERA Agent Name: _____ 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.

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
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Street Closures & Access / Parade (if yes) • Street Closure for Special Event Application and detailed map listing areas of closure, parade route is required. <i>An ITD permit is required for Main Street.</i> • Your Event Coordinator is required to have the Notification Certification completed by all affected businesses, churches, schools and neighborhoods.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Alcohol Served (Free of Charge) (name of provider)
<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input checked="" type="checkbox"/>	Alcohol Sold Requires Alcohol Beverage Catering Permit (Hailey Code 5.13)
#	0	Canopies/Tents/Membranes/Temporary Structures (Number & Size(s) City of Hailey Fire Department, Fire Code Enforcement may require a permit for tents, canopies, membrane, or temporary structures over 200 sq. ft.			Food/Beverages will be served (List Caterers):
#	0	Security (detail who, number of officers, times. Attach plan)			Vendors items sold/ solicitation
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Medical Services (Circle) <u>First Aid</u> and/or EMS Services *Determination of EMS services is dependent on event size and type. Who is providing this service: _____			
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Traffic Control / Shuttle Buses (Number of buses / locations / hours of operation, attach plan.)	#		Booths: Profit / Non-Profit
#	5	Electricity / Generators (Size <u>1500 watts</u>) Attach detailed electrical plan.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Activities / Entertainment (Agenda) Other equipment or entertainment
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Lighting plan: attach plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Signs or Banners: sign permit may be required by the City Planning and Zoning Department
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Gray Water Barrel / Grease Barrel (circle /detail # and locations)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Stages (Number and Size(s) _____)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Sanitation -Trash bins, Dumpsters, Recycle (circle /detail # and locations)	#	4	Barricades. How many identify locations and attach logistics map
#	0	Porta Toilets / Wash Stations (Quantity ADA _____ Regular _____)	#		EVENT estimated attendance: <u>700</u> Number of staff working event: _____ Number of volunteers working event: <u>20-25</u>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Water Drinking / Washing (circle)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Amplified Sound Permit-the allowable sound decibel level - (90) dB maximum

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: Ronney R. Hain Date: 6.7.13



AMPLIFIED SOUND PERMIT APPLICATION

Instructions:

Fill in the details on the application return it to the Special Events Administrator. It will then be forwarded to the appropriate authority for approval and signature. The completed and signed application will act as your permit and will be forwarded to you once approvals and signatures are completed.

It is important for the success of your event that surrounding residents and businesses are aware of the event and to have a contact for the event. It is your responsibility to notify all residents and businesses in the immediate area that may be affected by the events amplified music prior to the event. On the back of this permit is a form entitled "Notification of Amplified Sound Event" to be used for notification. Please fill out the form, copy and distribute it to your event neighbors.

By notifying surrounding residents in advance of your event, it is the expectation of the City of Hailey that you will take the opportunity to correct amplification levels if you are contacted directly.

Events may require an Amplified Sound Permit to be filed along with a Special Events Permit. The Hailey Municipal Code does exempt certain events as a special event, however, an Amplified Sound Permit maybe required. Please contact the Special Events Administrator at 208-788-4221 x22 to help determine the requirements for your event.

Applicable Requirements: There is no fee for the administrative review of this application or the first Hailey Police Department visit to your event, for visits 2 and more the fee charged to the applicant will be \$25.00 per visit. The allowable sound decibel level is - (90) dB maximum and sound may only be amplified between the hours of 10 am and 10 pm.

Name of Applicant: South Valley Merchants + Hailey Chamber Phone: 788.3484.
 Address of Applicant: PO Box 3427 Hailey ID 83333
 Type of Event: Summer Carnival
 Location of Event: 1st Street - between Bullion + Carbonate
 Date of Event: 6-7-13 Number of People Expected: 700
 Time of Amplification: From 3 pm to 5 pm

By signing this application, you are confirming the receipt and knowledge of the applicable requirements and agree to comply with them. In the event the Police Department has to intervene, the permit may be voided if found to not be in compliance with the applicable requirements.

Signature of Applicant: Kimberly R. Law Date: 5-6-13

When signed by the Police Chief or designee, a copy of the signed application will be your permit.

Chief of Police, or designee Signature: [Signature] Date: 5-27-13

<input checked="" type="checkbox"/>	Permit Approved	(For City Use Only)
<input type="checkbox"/>	Not Approved (check reason below)	
<input type="checkbox"/>	Use of the equipment would constitute a detriment to traffic safety;	
<input type="checkbox"/>	The issuance of the permit would be otherwise detrimental to the public health, safety or welfare;	
<input type="checkbox"/>	The issuance of the permit will substantially interfere with the peace and quiet of the neighborhood or the community;	
<input type="checkbox"/>	The applicant would violate the provisions of this Code or any other law.	



STREET CLOSURE FOR SPECIAL EVENT

EVENT NAME: Summer Fest

The above listed event received a street closure permit for a community event.

STREET CLOSURE DATES: 6-7-13

Route/street closure is map is attached.

Names of streets to be closed (attach further closures on a separate sheet if needed)		
<u>1st street</u>	Between (street) <u>Bullion</u>	And (street) <u>Carbonate</u>
<u>Carbonate</u>	Between (street) <u>1st street</u>	And (street) <u>main street</u>
	Between (street)	And (street)
Time of Street Closure <u>6-7-13</u> Start: <u>12 pm</u> End: <u>6 pm</u>		
Participant type and number of entries of each type (check all that apply):		
<input checked="" type="checkbox"/> Participants/Spectators <u>700</u> <input type="checkbox"/> Animals <u>0</u> <input type="checkbox"/> Vehicles <u>0</u> <input type="checkbox"/> Floats <u>0</u> <input type="checkbox"/> Busses <u>0</u> <input type="checkbox"/> Bikes <u>0</u>		



OFFICE USE ONLY:
 Date Received _____
 On time: Late:

STREET CLOSURE FOR SPECIAL EVENT

Notification Certification

To be submitted to the City Special Events Administrator by Event Organizer at least 30 days prior to the event.

EVENT NAME: Hailey Carnival

The above listed event received a street closure permit for a community event.

STREET CLOSURE DATES: June 7 2013

STREET CLOSURE TIMES: 2pm - 7pm

1st Ave from Boillon to Carbonate / Carbonate St from Main - 1st

I certify that the entities listed below have been notified about my upcoming special event.

Signature of Sponsor or Authorized Representative	Date
---	------

Name/Business	Address	Phone	Email
✓ Modern Merc	Spoke w/		
Wood River Mattress	"		
Harrison Insurance	"		
Tami Kammer	left under Door		
McPherson + Kepler	Spoke w/		
1667 Canyon	left on Desk		
Gardenspace Design	left under Door		
Morgan Stanley	under Door		
Animal Shelter	left on Desk		
Pro Source	Spoke w/		
Engle	Spoke w/		
Waterworks	Spoke w/		
Wern Law Office	under Door		
Health Food Store	Spoke w/ - not happy w/		Best rice -
Kids Kampus	Spoke w/		
Eyecenter	Spoke w/		
Nature Conservancy	left upstairs		
Entertaining sv	left on car - will follow-up		
30 Mag	Spoke w/		
Java	Spoke w/		
105 - little house	tape on Door		

Adrica - spoke w/

Zions - spoke w/

Spa Beliza - spoke w/

Cowboy - spoke w/

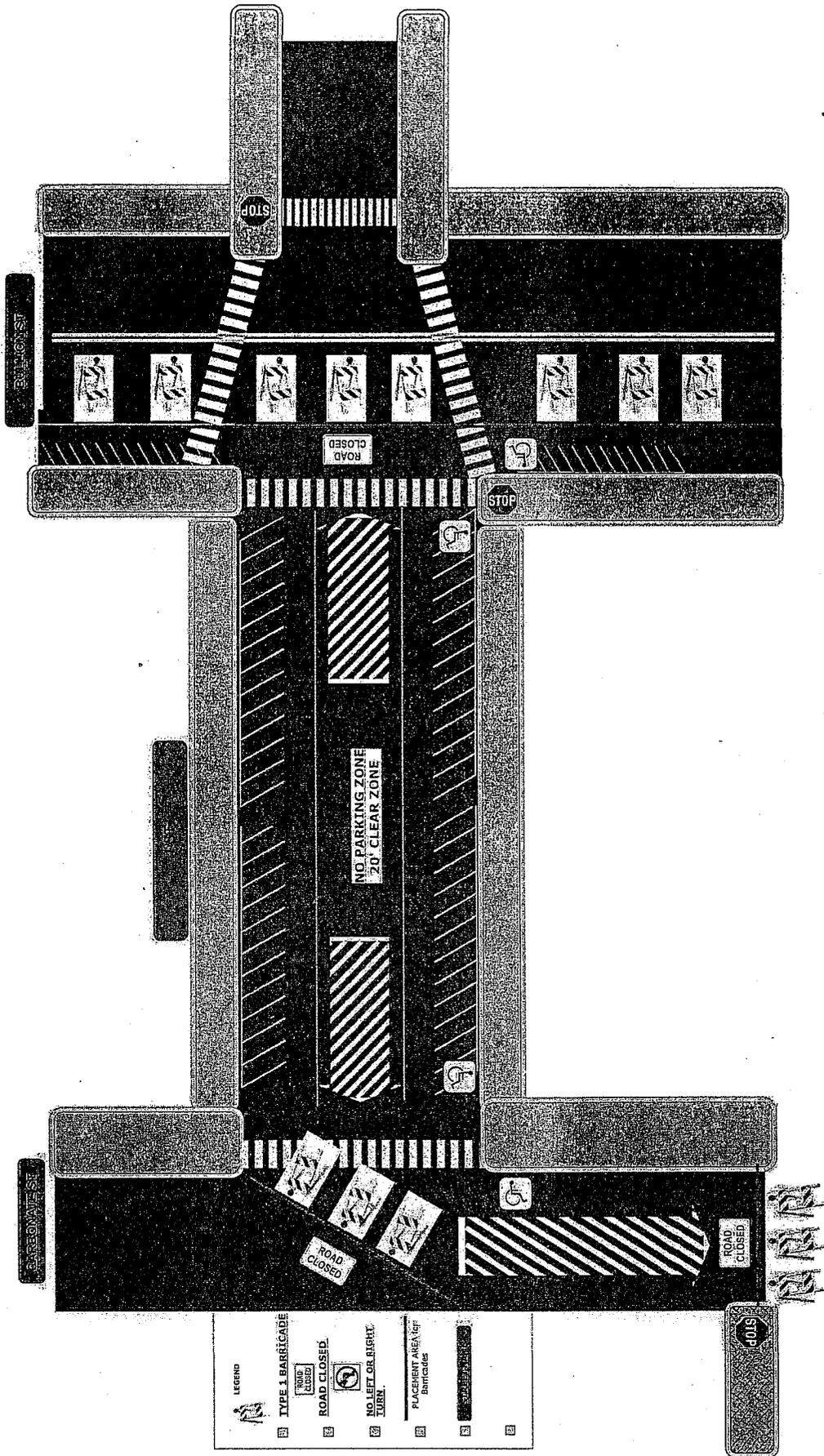
Damasco & Assoc. left on Door

Hennessey Co. spoke w/

Campbell group - spoke w/

Pioneer Mt - ? couldn't find?

Sfingz group - on Door



LEGEND

1 TYPE 1 BARRICADE

2 ROAD CLOSED

3 NO LEFT OR RIGHT TURN

4 ATTACHMENT AREA for Barricades

5 TYPE 1 BARRICADE

6



CERTIFICATE OF INSURANCE

DATE (MM/DD/YYYY)
04/04/2013

PRODUCER AND THE NAMED INSURED
International Special Events and Recreation Association, Inc. Inc., A Risk Retention Purchasing Group qualified under the Risk Retention Act of 1986; Federal Law 97-45.
P.O. Box 469
Sandy, UT 84091-0469
800-321-1493

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

INSURERS AFFORDING COVERAGE

INSURED
Jukebox Party Express Inc

6536 Cherry Lane
Napa, ID 83687

INSURER A: NOTICE: Coverage is being provided as part of a Master Group Policy issued to members of the International Special Events and Recreation Association, Inc.
INSURER B:
INSURER C: , a Risk Retention 'Purchasing Group' authorized under the Risk Retention Act of 1986: Federal Law 97-45.
INSURER D:
INSURER E:

"LIMITS SHOWN ARE THOSE IN EFFECT AS OF POLICY INCEPTION"

Certain Underwriters at Lloyds, London

COVERAGES

The policies of insurance listed below have been issued to the insured named above for the policy 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.

TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
<input checked="" type="checkbox"/> Commercial Liability <input checked="" type="checkbox"/> Claims Made <input checked="" type="checkbox"/> Exclude Products <input checked="" type="checkbox"/> Exclude Completed Operations	LAP0315-12070015	7/14/2012	7/14/2013	\$100,000 Per Person \$1,000,000 Per Accident \$2,000,000 Policy Aggregate
<input type="checkbox"/> Commercial Auto Liability Any Auto All Owned Autos Scheduled Autos Hired Autos Non-Owned Autos Drive Away				
<input type="checkbox"/> Commercial Garage Liability G.K.L.L. O.T.R.P.D. D.O.C. Cargo On Hook Employee Dishonesty Wrongful Repossession				

OTHER

DESCRIPTION OF OPERATION/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS
Coverage is limited to only insured activities or operations on the Participant Member Declaration Certificate or as may be separately endorsed. Excludes Inland Marine Liability, (Excludes Space Ball), Amusement - Carnival Games & DJ/Karaoke, Amusement - Supervised - Scheduled Interactive & Inflatable Game Rental, Amusement - Non Supervised - Scheduled Interactive & Inflatable Game Rental, Amusement - Suroo Suits, Inflatable Climbing Wall, Amusement - Super Slide, Amusement - Scheduled Inflatable/Interactive, Amusement Devices - Gyro/Orbitron - Dangle Hopper/Tramp Thing - Orbiter, Climbing Wall - Portable, Amusement - robo surfer,.

CERTIFICATE HOLDER **ADDITIONAL INSURE** **LOSS PAYEE**

City of Hailey Chamber of Commerce

P.O. Box 100
Hailey, ID 83333
Kim

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL MAIL 10 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT.

AUTHORIZED REPRESENTATIVE

DECISION

Based on the Application for a Special Event Permit for Summerfest, 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. A supporting application is on file and shall be complied with.

Additional Conditions

- a. None

DATED this 3rd day of June 2013.

CITY OF HAILEY

By: _____
Fritz Haemmerle, its Mayor

ATTEST:

Mary Cone, City Clerk

SPECIAL EVENT AGREEMENT

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

In consideration of the granting of a special event permit by the City of Hailey ("the City") for Summerfest (to be held June 7th 2013 from 2 pm to 5 pm), plus specified set up and tear-down 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 3rd day of June 2013.

APPLICANT:

By: _____

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

CITY OF HAILEY:

By: _____

Fritz Haemmerle, 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: 06/03/2013

DEPARTMENT: Community Development

DEPT. HEAD SIGNATURE: _____



SUBJECT:

Motion to approve special event, Sheeptown Drag Nationals, being held on River Street from Spruce to Silver Streets (Thursday June 20th from 7:00 p.m. to 10:00 p.m.).

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

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS: Caselle # _____
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)

- | | | |
|--|---|---|
| <input type="checkbox"/> City Administrator | <input type="checkbox"/> Library | <input type="checkbox"/> Benefits Committee |
| <input type="checkbox"/> City Attorney | <input type="checkbox"/> Mayor | <input checked="" type="checkbox"/> Streets |
| <input type="checkbox"/> City Clerk | <input checked="" type="checkbox"/> Planning | <input type="checkbox"/> Treasurer |
| <input type="checkbox"/> Building | <input checked="" type="checkbox"/> Police | _____ |
| <input checked="" type="checkbox"/> Engineer | <input checked="" type="checkbox"/> Public Works, Parks | _____ |
| <input checked="" type="checkbox"/> Fire Dept. | <input type="checkbox"/> P & Z Commission | _____ |

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Recommendation to approve a special event, Sheeptown Drag Nationals, being held on River Street from Spruce to Silver Streets (Thursday June 20th from 7:00 p.m. to 10:00 p.m.), and authorization for the Mayor to sign the special event decision and special event agreement.

ADMINISTRATIVE COMMENTS/APPROVAL:

City Administrator _____ Dept. Head in Attendance at Meeting (circle one) Yes No

ACTION OF THE CITY COUNCIL:

Date _____

City Clerk _____

FOLLOW-UP:

*Ord./Res./Agrmt./Order Originals: Record
Copies (all info.): _____
Instrument # _____

*Additional/Exceptional Originals to: _____
Copies (AIS only)



EMAIL TO DEPT HEADS: 5/23/13
 HFD: CERT INSURANCE:
 HPD: STR CLOSURE:
 HED ~~SD~~: BARRICADE MAP:
 HENG: CATERING PERMIT: N/A
 AMPL PERMIT: SIGN PERMIT: N/A

SPECIAL EVENT PERMIT APPLICATION

EVENT NAME: Sheeptown Drag Nationals /

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
on River street from Spruce to 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
<u>6.20.13</u>	<u>7-10</u>	
	Start Time: <u>7:00 PM</u> End Time: <u>10:00 PM</u>	One Hour Interval: All Day:
	Start Time: _____ End Time: _____	One Hour Interval: All Day:
Date of Set-Up <u>6.20</u>	Start Time: <u>6:30 PM</u> End Time: <u>10:15 pm</u>	
Date of Tear Down	Start Time: _____ End Time: _____	

IV. FEES

Special Event Permit Application Fee \$125 \$125.00
 Events that meet the following criteria may be exempted from Park Rental Fee by resolution of the City Council:
 Non-profit event that is held annually within the City of Hailey for at least ten consecutive years and consistently draw large numbers of participants and spectators. Tax Exempt #: _____
 Promoted locally and regionally within the state and the northwest.

Per Day Park Rental Fee \$200 _____
 Tax (on park rental fees only) 6% _____
 Security Services Deposit _____

TOTAL DUE

\$125

V. ORGANIZATION INFORMATION

Sponsoring Organization: BILL OLSON - POWERHOUSE / CHAMBERS
 Applicant's Name: _____ Title: _____
 Address: 514 N. 1st Avenue City: _____ State: _____ Zip: _____
 Telephone Day: 788-9184 Evening: 788 9184 FAX: _____
 Applicant Driver's License #: FA106595J EMAIL: powerhouseidaho@gmail.com
 Federal Tax #: _____ 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): N/A
 Description of Event: _____

Additional Details: _____
 Updated: 8/23/2012 (Attach any additional pages as needed)

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: Bisnett Ins. Agent Name: Betty Urbany 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.

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 (if yes) • Street Closure for Special Event Application and detailed map listing areas of closure, parade route is required. <i>An ITD permit is required for Main Street.</i> • Your Event Coordinator is required to have the Notification Certification completed by all affected businesses, churches, schools and neighborhoods.		X	Alcohol Served (Free of Charge) (name of provider)
				X	Alcohol Sold Requires Alcohol Beverage Catering Permit (Hailey Code 5.15)
#	0	Canopies/Tents/Membranes/Temporary Structures (Number & Size(s)) City of Hailey Fire Department, Fire Code Enforcement may require a permit for tents, canopies, membrane, or temporary structures over 200 sq. ft.		X	Food/Beverages will be served (List Caterers):
#	X	Security (detail who, number of officers, times. Attach plan)			Vendors items sold/ solicitation
	X	Medical Services (Circle) First Aid and/or EMS Services *Determination of EMS services is dependent on event size and type. Who is providing this service: _____		X	
	X	Traffic Control / Shuttle Buses (Number of buses / locations / hours of operation, attach plan.)	#	X	Booths: Profit / Non-Profit
#		Electricity / Generators (Size <u>1000 W</u>) Attach detailed electrical plan. <u>Silent</u>			Activities / Entertainment (Agenda) Other equipment or entertainment
	X	Lighting plan: attach plan		X	Signs or Banners: sign permit may be required by the City Planning and Zoning Department
	X	Gray Water Barrel / Grease Barrel (circle / detail # and locations)	2	X	Stages (Number and Size(s)) <u>See map</u>
	X	Sanitation -Trash bins, Dumpsters, Recycle (circle / detail # and locations) <u>Powerhouse</u>	#		Barricades. How many identify locations and attach logistics map <u>(City)</u>
#	X	Porta Toilets / Wash Stations (Quantity <u>ADA</u> <u>Regular</u>) <u>Powerhouse</u>	#		EVENT estimated attendance: <u>100</u> Number of staff working event: <u>3</u> Number of volunteers working event: <u>3</u>
	X	Water Drinking / Washing (circle) <u>Powerhouse</u>	X		Amplified Sound Permit-the allowable sound decibel level - (90) dB maximum

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: George Howe Date: 5/17/13

Sheeptown Fat Tire Rally
Sheeptown Drag Nationals

Hours: 5pm – 10pm

Location River Street between Spruce and Silver Street

Event Description:

Head to head drag racing between bikes. Bikes are towing logs behind them. Distance of race to be 50 yards +/- . Entrants sign in to a single elimination bracket using a nomme de geur.

Racers tow logs for the distance of the course in a straight line. Fastest rider wins and advances to next round. Loser is eliminated.

Expected participants to be a complete bracket of 64 racers.

Event is free of charge to participants. No food or drink will be served on site by the event organization.

TYPE 1 SIGNAGE
 ROAD CLOSED
 NO LEFT OR RIGHT TURN
 PLACEHOLD AREA for SIGNAGE
 [Symbol]
 [Symbol]
 [Symbol]

LEGEND
 1/2

STOP
 ROAD CLOSED
 [Symbol] [Symbol] [Symbol]

STOP
 NO PARKING ZONE
 20' CLEAR ZONE
 [Symbol] [Symbol]

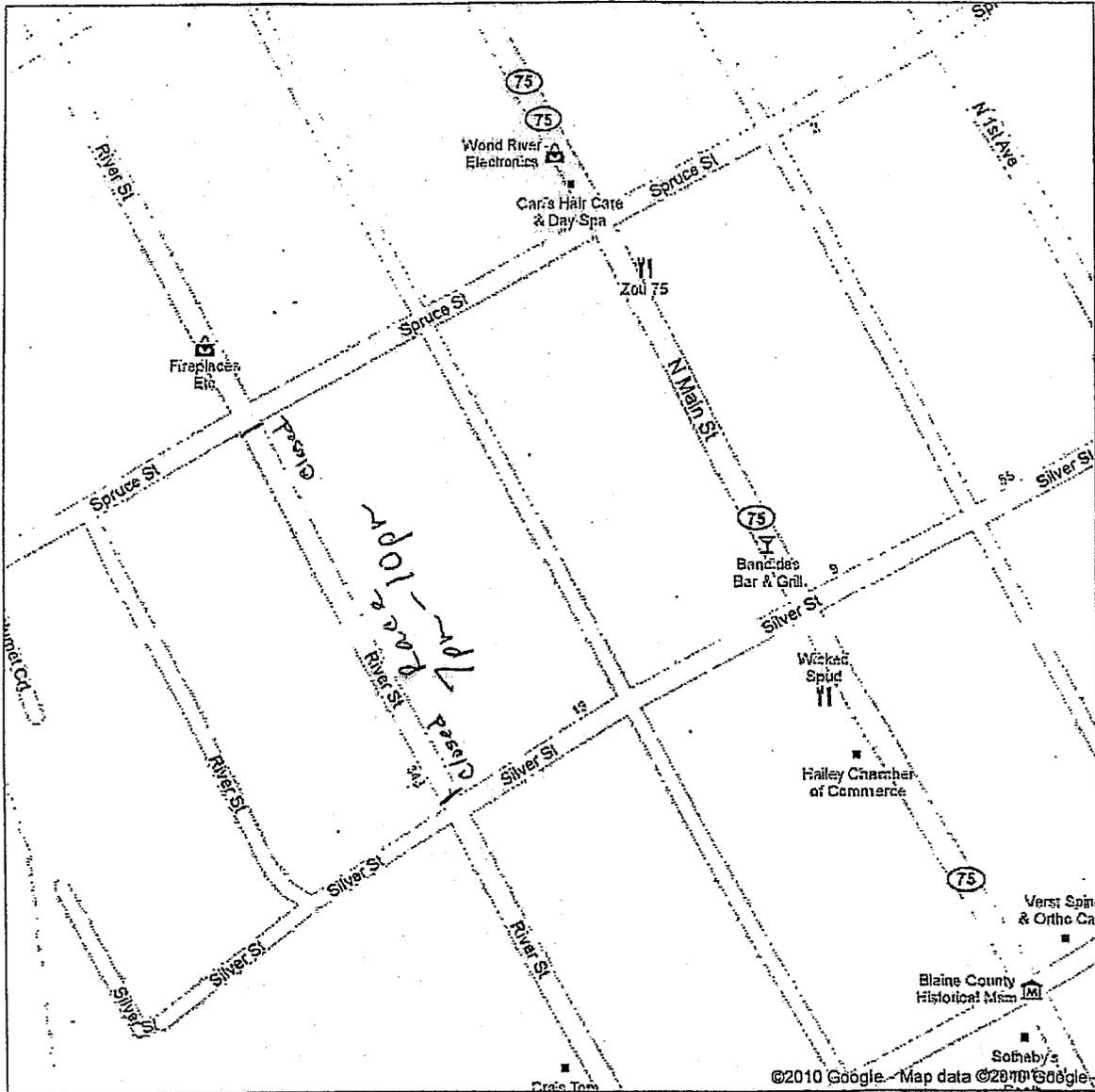
STOP
 ROAD CLOSED
 [Symbol] [Symbol] [Symbol]

Google maps

Address 411 S Main St
Hailey, ID 83333

Get Google Maps on your phone

Text the word "GMAPS" to 466453





STREET CLOSURE FOR SPECIAL EVENT

EVENT NAME: Sheep town Drag Nationals
The above listed event received a street closure permit for a community event.

STREET CLOSURE DATES: June 20th

Route/street closure is map is attached.

Names of streets to be closed (attach further closures on a separate sheet if needed)		
<u>RIVER</u>	Between (street) <u>Spruce</u>	And (street) <u>Silver</u>
	Between (street)	And (street)
Time of Street Closure	Start:	End:
Participant type and number of entries of each type (check all that apply):		
<input checked="" type="checkbox"/> Participants/Spectators <u>100</u> <input type="checkbox"/> Animals _____ <input type="checkbox"/> Vehicles _____ <input type="checkbox"/> Floats _____ <input type="checkbox"/> Busses _____ <input checked="" type="checkbox"/> Bikes _____		



AMPLIFIED SOUND PERMIT APPLICATION

Instructions:

Fill in the details on the application return it to the Special Events Administrator. It will then be forwarded to the appropriate authority for approval and signature. The completed and signed application will act as your permit and will be forwarded to you once approvals and signatures are completed.

It is important for the success of your event that surrounding residents and businesses are aware of the event and to have a contact for the event. It is your responsibility to notify all residents and businesses in the immediate area that may be affected by the events amplified music prior to the event. On the back of this permit is a form entitled "Notification of Amplified Sound Event" to be used for notification. Please fill out the form, copy and distribute it to your event neighbors.

By notifying surrounding residents in advance of your event, it is the expectation of the City of Hailey that you will take the opportunity to correct amplification levels if you are contacted directly.

Events may require an Amplified Sound Permit to be filed along with a Special Events Permit. The Hailey Municipal Code does exempt certain events as a special event, however, an Amplified Sound Permit maybe required. Please contact the Special Events Administrator at 208-788-4221 x22 to help determine the requirements for your event.

Applicable Requirements: There is no fee for the administrative review of this application or the first Hailey Police Department visit to your event, for visits 2 and more the fee charged to the applicant will be \$25.00 per visit. The allowable sound decibel level is – (90) dB maximum and sound may only be amplified between the hours of 10 am and 10 pm.

Name of Applicant: Bill Olson-Powerhouse Phone: 208-788-9184

Address of Applicant: 514 N 1st Avenue

Type of Event: Biking

Location of Event: River Street from Spruce to Silver

Date of Event: 6/20/13 Number of People Expected: 150

Time of Amplification: From 7:00 pm to 10:00pm

By signing this application, you are confirming the receipt and knowledge of the applicable requirements and agree to comply with them. In the event the Police Department has to intervene, the permit may be voided if found to not be in compliance with the applicable requirements.

Signature of Applicant: *Gege Lowe* Date: 5-23-2013

When signed by the Police Chief or designee, a copy of the signed application will be your permit.

Chief of Police, or designee Signature: *[Signature]* Date: 5-23-2013

<input checked="" type="checkbox"/>	Permit Approved	(For City Use Only)
<input type="checkbox"/>	Not Approved (check reason below)	
<input type="checkbox"/>	Use of the equipment would constitute a detriment to traffic safety;	
<input type="checkbox"/>	The issuance of the permit would be otherwise detrimental to the public health, safety or welfare;	
<input type="checkbox"/>	The issuance of the permit will substantially interfere with the peace and quiet of the neighborhood or the community;	
<input type="checkbox"/>	The applicant would violate the provisions of this Code or any other law.	

DECISION

Based on the Application for a Special Event Permit for the 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. A supporting application is on file and shall be complied with.

Additional Conditions

- a. None

DATED this 3rd day of June 2013.

CITY OF HAILEY

By: _____
Fritz Haemmerle, its Mayor

ATTEST:

Mary Cone, City Clerk

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

SPECIAL EVENT AGREEMENT

In consideration of the granting of a special event permit by the City of Hailey ("the City") for the Sheeptown Drag Nationals, (to be held on Saturday June from 7 p.m. to 10 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 3rd day of June 2013.

APPLICANT:

By: _____

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

CITY OF HAILEY:

By: _____
Fritz Haemmerle, its Mayor

ATTEST:

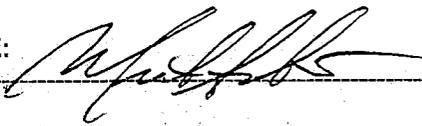
Mary Cone, its City Clerk

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

AGENDA ITEM SUMMARY

DATE: 06/03/2013

DEPARTMENT: Community Development

DEPT. HEAD SIGNATURE: 

SUBJECT:
Motion to approve special event, Bring Bowe Back being held at Hop Porter Park (Saturday, June 22nd 2013 from 12 p.m. to 5 p.m.). 5K run precedes park activities from 10 a.m. to noon.

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

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS: Caselle # _____
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)

- | | | |
|--|---|---|
| <input type="checkbox"/> City Administrator | <input type="checkbox"/> Library | <input type="checkbox"/> Benefits Committee |
| <input type="checkbox"/> City Attorney | <input type="checkbox"/> Mayor | <input checked="" type="checkbox"/> Streets |
| <input type="checkbox"/> City Clerk | <input type="checkbox"/> Planning | <input type="checkbox"/> Treasurer |
| <input type="checkbox"/> Building | <input checked="" type="checkbox"/> Police | _____ |
| <input checked="" type="checkbox"/> Engineer | <input checked="" type="checkbox"/> Public Works, Parks | _____ |
| <input checked="" type="checkbox"/> Fire Dept. | <input type="checkbox"/> P & Z Commission | _____ |

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Recommendation to approve a special event, Bring Bowe Back being held at Hop Porter Park (Saturday, June 22nd 2013 from 10 a.m. to 5 p.m.), and authorization for the Mayor to sign the special event decision and special event agreement.

This approval is provided based on Sun Valley Brewery submitting a catering permit.

ADMINISTRATIVE COMMENTS/APPROVAL:

City Administrator _____ Dept. Head in Attendance at Meeting (circle one) Yes No

ACTION OF THE CITY COUNCIL:

Date _____

City Clerk _____

FOLLOW-UP:

*Ord./Res./Agrmt./Order Originals: Record
Copies (all info.): _____
Instrument # _____

*Additional/Exceptional Originals to: _____
Copies (AIS only)



EMAIL TO DEPT HEADS: 5/22/13

HFD: YES CERT INSURANCE: YES
HPD: YES STR CLOSURE: N/A
HPD SEC: YES BARRICADE MAP: N/A
HENG: YES CATERING PERMIT:
AMPL PERMIT: YES SIGN PERMIT: N/A

#9139

SPECIAL EVENT PERMIT APPLICATION

EVENT NAME: Bring Bowe Back - Community Support during 4th Anniversary of Bergdahl's Captivity

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 (Parking at Lion's Park and Park & Ride Lr)

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.

Table with 3 columns: Date(s) of Event, Hours, Estimated # of Attendees. Rows include June 22, 2013 for 5-K Run and Park Event, and dates for Set-Up and Tear Down.

IV. FEES

Special Event Permit Application Fee \$125
Events that meet the following criteria may be exempted from Park Rental Fee by resolution of the City Council:
Non-profit event... Tax Exempt #:
Promoted locally and regionally...
Per Day Park Rental Fee \$200
Tax (on park rental fees only) 6%
Security Services Deposit
TOTAL DUE 337.00

\$212.00 will be paid after the event

V. ORGANIZATION INFORMATION

Sponsoring Organization: Bring Bowe Back
Applicant's Name: Debbie O'Neill Title: organizer
Address: 204 Apache Dr City: Hailey State: ID Zip: 83833
Telephone Day: 578-2233 Cell: 450-9687 FAX: n/a
Applicant Driver's License #: DFA 128113J EMAIL: debbyoneill@aol.com
Federal Tax #: n/a State Tax #: n/a

VI. EVENT INFORMATION

New Event: Yes X No Annual Event: Yes No Years Operating:
Event Category: Commercial Noncommercial
Estimate of Gross Ticket Sales & Revenues (commercial event only): no revenues - donation event
Description of Event: Commemoration of Bowe Bergdahl's 4th anniversary - community + family support
Additional Details:
Updated: 8/23/2012 (Attach any additional pages as needed)

RECEIVED APR 26 2013

CITY OF HAILEY

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: see attached Agent Name: _____ 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.

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
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Street Closures & Access / Parade (if yes) • Street Closure for Special Event Application and detailed map listing areas of closure, parade route is required. <i>An ITD permit is required for Main Street.</i> • Your Event Coordinator is required to have the Notification Certification completed by all affected businesses, churches, schools and neighborhoods.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Alcohol Served (Free of Charge) (name of provider)
<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input type="checkbox"/>	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 may require a permit for tents, canopies, membrane, or temporary structures over 200 sq. ft.	<input checked="" type="checkbox"/>		Food/Beverages will be served (List Caterers): Smokey Mountain Pizza Sun Valley Brewery Raspberries
#		Security (detail who, number of officers, times. Attach plan)			Vendors items sold/ solicitation SMOKEY MOUNTAIN Pizza SUN VALLEY Brewery. Raspberries + 1 more.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Medical Services (Circle) First Aid and/or EMS Services *Determination of EMS services is dependent on event size and type. Who is providing this service: <u>Hailey Fire Dept.</u>			
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Traffic Control / Shuttle Buses (Number of buses / locations / hours of operation, attach plan.)	#	2	Booths: Profit / Non-Profit <u>Higher Ground</u> <u>Cox products</u>
#		Electricity / Generators (Size _____) Attach detailed electrical plan. <u>on site use</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Activities / Entertainment (Agenda) <u>music</u> Other equipment or entertainment: <u>amplified sound</u>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Lighting plan: attach plan <u>not applicable - day time event</u>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Signs or Banners: sign permit may be required by the City Planning and Zoning Department <u>no w playground</u> <u>park</u>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Gray Water Barrel / Grease Barrel (circle /detail # and locations) <u>by vendors</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Stages (Number and Size(s)) _____ <u>provided by city Plotbed.</u>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Sanitation -Trash bins, Dumpsters, Recycle <u>2 dumpsters</u> (circle /detail # and locations)	#	X	Barricades. How many identify locations and attach logistics map
#		Porta Toilets / Wash Stations (Quantity <u>ADA</u> Regular _____) <u>5 portapotties - 1 ADA</u>	#		EVENT estimated attendance: <u>1000-3000</u> Number of staff working event: <u>3 AD TH AG - EMS</u> Number of volunteers working event: <u>20-30</u>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Water Drinking / Washing (circle) <u>on site drinking fountain + vendor sales</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Amplified Sound Permit -the allowable sound decibel level - (90) dB maximum

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: 4/24/13 APR 26 2013

CERTIFICATE OF LIABILITY INSURANCE

4/29/2013

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
JRTIS J VERNON INSURANCE AGENCY
) BOX 266
 MOUNTAIN VIEW, UT 84011

CONTACT NAME: **VAUGHN T. VERNON**
 PHONE (A/C, No, Ext): **(801) 292-5529** FAX (A/C, No): **(801) 677-0077**
 E-MAIL ADDRESS:

INSURED
BOULDER MOUNTAIN CROSSFIT
BOULDER MOUNTAIN ATHLETICS, LLC
 P.O. BOX 223
 KETCHUM, ID 83340
 208-309-4080

INSURER(S) AFFORDING COVERAGE	NAIC#
INSURER A: ATAIN SPECIALTY INSURANCE COMP	
INSURER B:	
INSURER C:	
INSURER D:	
INSURER E:	
INSURER F:	

TERMS: CERTIFICATE NUMBER: REVISION NUMBER:

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.

TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC	Y		APP118551166	3/1/13	3/1/14	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 - COMP/OP AGG \$ 2,000,000 PROFESSIONAL \$ 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 (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE						EACH OCCURRENCE \$ AGGREGATE \$
WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						WC STATUTORY LIMITS <input type="checkbox"/> OTHER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
SAM COVERAGE			APP118551166	3/1/13	3/1/14	AGGREGATE: 300,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

CERTIFICATE HOLDER IS LISTED AS AN ADDITIONAL INSURED WHEN REQUIRED BY CONTRACT

CERTIFICATE HOLDER

City of Hailey
 115 Main Street South, Suite H
 Hailey, ID 83333

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



© 1988-2010 ACORD CORPO



RECEIVED
MAY 10 2013

AMPLIFIED SOUND PERMIT APPLICATION By: _____

Instructions:

Fill in the details on the application return it to the Special Events Administrator. It will then be forwarded to the appropriate authority for approval and signature. The completed and signed application will act as your permit and will be forwarded to you once approvals and signatures are completed.

It is important for the success of your event that surrounding residents and businesses are aware of the event and to have a contact for the event. It is your responsibility to notify all residents and businesses in the immediate area that may be affected by the events amplified music prior to the event. On the back of this permit is a form entitled "Notification of Amplified Sound Event" to be used for notification. Please fill out the form, copy and distribute it to your event neighbors.

By notifying surrounding residents in advance of your event, it is the expectation of the City of Hailey that you will take the opportunity to correct amplification levels if you are contacted directly.

Events may require an Amplified Sound Permit to be filed along with a Special Events Permit. The Hailey Municipal Code does exempt certain events as a special event, however, an Amplified Sound Permit maybe required. Please contact the Special Events Administrator at 208-788-4221 x22 to help determine the requirements for your event.

Applicable Requirements: There is no fee for the administrative review of this application or the first Hailey Police Department visit to your event, for visits 2 and more the fee charged to the applicant will be \$25.00 per visit. The allowable sound decibel level is - (90) dB maximum and sound may only be amplified between the hours of 10 am and 10 pm.

Name of Applicant: DEBBIE O'Neill Phone: (208) 450-9687
Address of Applicant: 204 Apache Drive Hailey ID 83333
Type of Event: FUNRAISER
Location of Event: HOP POTTER PARK
Date of Event: JUNE 22ND 2013 Number of People Expected: 2,000
Time of Amplification: From 1 to 4

By signing this application, you are confirming the receipt and knowledge of the applicable requirements and agree to comply with them. In the event the Police Department has to intervene, the permit may be voided if found to not be in compliance with the applicable requirements.

Signature of Applicant: [Signature] Date: 5/10/13

When signed by the Police Chief or designee, a copy of the signed application will be your permit.

Chief of Police, or designee Signature: [Signature] Date: 5-22-13

<input checked="" type="checkbox"/> Permit Approved <input type="checkbox"/> Not Approved (check reason below) <ul style="list-style-type: none"> <input type="checkbox"/> Use of the equipment would constitute a detriment to traffic safety; <input type="checkbox"/> The issuance of the permit would be otherwise detrimental to the public health, safety or welfare; <input type="checkbox"/> The issuance of the permit will substantially interfere with the peace and quiet of the neighborhood or the community; <input type="checkbox"/> The applicant would violate the provisions of this Code or any other law. 	<i>(For City Use Only)</i>
---	----------------------------

DECISION

Based on the Application for a Special Event Permit for Bring Bowe Back, 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. A supporting application is on file and shall be complied with.

Additional Conditions

- a. Catering permit to be submitted by Sun Valley Brewery.

DATED this 3rd day of June 2013.

CITY OF HAILEY

By: _____
Fritz Haemmerle, its Mayor

ATTEST:

Mary Cone, City Clerk

SPECIAL EVENT AGREEMENT

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

In consideration of the granting of a special event permit by the City of Hailey ("the City") for Bring Bowe Back (to be held June 22nd^h 2013 from 10 am to 5 pm), 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 3rd day of June 2013.

APPLICANT:

By: _____

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

CITY OF HAILEY:

By: _____
Fritz Haemmerle, its Mayor

ATTEST:

Mary Cone, its City Clerk

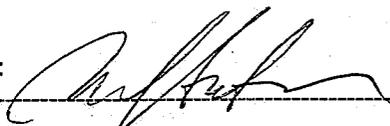
CITY OF HAILEY ■ 115 MAIN ST. S., SUITE H ■ HAILEY, IDAHO 83333 ■ 788-4221

AGENDA ITEM SUMMARY

DATE: 06/03/2013

DEPARTMENT: Community Development

DEPT. HEAD SIGNATURE: _____



SUBJECT:

Motion to approve special event, Hailey Skatepark Competition being held at Hailey Skate Park (Saturday June 29th from 11:00 a.m. to 3:00 p.m.).

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

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS: Caselle # _____
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)

- | | | |
|--|---|---|
| <input type="checkbox"/> City Administrator | <input type="checkbox"/> Library | <input type="checkbox"/> Benefits Committee |
| <input type="checkbox"/> City Attorney | <input type="checkbox"/> Mayor | <input checked="" type="checkbox"/> Streets |
| <input type="checkbox"/> City Clerk | <input checked="" type="checkbox"/> Planning | <input type="checkbox"/> Treasurer |
| <input type="checkbox"/> Building | <input checked="" type="checkbox"/> Police | _____ |
| <input checked="" type="checkbox"/> Engineer | <input checked="" type="checkbox"/> Public Works, Parks | _____ |
| <input checked="" type="checkbox"/> Fire Dept. | <input type="checkbox"/> P & Z Commission | _____ |

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Recommendation to approve a special event, Hailey Skatepark Competition being held at Hailey Skate Park (Saturday June 29th from 11:00 a.m. to 3:00 p.m.), and authorization for the Mayor to sign the special event decision and special event agreement.

ADMINISTRATIVE COMMENTS/APPROVAL:

City Administrator _____ Dept. Head in Attendance at Meeting (circle one) Yes No

ACTION OF THE CITY COUNCIL:

Date _____

City Clerk _____

FOLLOW-UP:

*Ord./Res./Agrmt./Order Originals: Record
Copies (all info.): _____
Instrument # _____

*Additional/Exceptional Originals to: _____
Copies (AIS only)



EMAIL TO DEPT HEADS: 5/24

HFD: CERT INSURANCE:
 HPD: STR CLOSURE: NA
 HED SECO BARRICADE MAP: NA
 HENG: CATERING PERMIT: NA
 AMPL PERMIT: yes SIGN PERMIT: NA

SPECIAL EVENT PERMIT APPLICATION

EVENT NAME: Hailey Skatepark Competition 2013

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

Hailey Skatepark

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
June 29th	Start Time: 11:00 am End Time: 3:00 pm	One Hour Interval: All Day: 250
	Start Time: End Time:	One Hour Interval: All Day:
June 29th Date of Set-Up	Start Time: 8:00 am End Time:	
June 29th Date of Tear Down	Start Time: 3:00 pm End Time:	

IV. FEES

Special Event Permit Application Fee \$125

per Mayor, fee has been waived. (KH)

Events that meet the following criteria may be exempted from Park Rental Fee by resolution of the City Council:

- Non-profit event that is held annually within the City of Hailey for at least ten consecutive years and consistently draw large numbers of participants and spectators. Tax Exempt #: _____
- Promoted locally and regionally within the state and the northwest.

Per Day Park Rental Fee \$200

Tax (on park rental fees only) 6%

Security Services Deposit

TOTAL DUE

V. ORGANIZATION INFORMATION

Sponsoring Organization: Hailey Skatepark Committee

Applicant's Name: Lamar Waters Title: Chairman

Address: P.O. Box 1287 City: Hailey State: Idaho Zip: 83333

Telephone Day: 208-788-0880 Evening: 208-720-3914 FAX: _____

Applicant Driver's License #: _____ EMAIL: lwaters@co.blaine.id.us

Federal Tax #: _____ 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): \$450

Description of Event: Skateboarders will skate to a format of 1 minute runs with 2 heats in the skate park. The skaters will be divided in to their proper age groups. The skaters will be judged on style, ability, flow of tricks in the skate park. The winners of ea

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: (NED) ICRMP Agent Name: City of Hailey (Phone: 788-4221)
Green Bloomfield

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.

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
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Street Closures & Access / Parade (if yes) • Street Closure for Special Event Application and detailed map listing areas of closure, parade route is required. <i>An ITD permit is required for Main Street.</i> • Your Event Coordinator is required to have the Notification Certification completed by all affected businesses, churches, schools and neighborhoods.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Alcohol Served (Free of Charge) (name of provider)
<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>	<input checked="" type="checkbox"/>	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 may require a permit for tents, canopies, membrane, or temporary structures over 200 sq. ft.			Food/Beverages will be served (List Caterers): Mclean's Pizza
#	X	Security (detail who, number of officers, times. Attach plan)			Vendors items sold/ solicitation
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Medical Services (Circle) First Aid and/or EMS Services *Determination of EMS services is dependent on event size and type. Who is providing this service: <u>Hailey Fire Department</u>			
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Traffic Control / Shuttle Buses (Number of buses / locations / hours of operation, attach plan.)	#		Booths: Profit / Non-Profit Non-Profit
#		Electricity / Generators (Size <u>110v</u> for sound system) Attach detailed electrical plan.	<input type="checkbox"/>	<input type="checkbox"/>	Activities / Entertainment (Agenda) Other equipment or entertainment
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Lighting plan: attach plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Signs or Banners: sign permit may be required by the City Planning and Zoning Department
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Gray Water Barrel / Grease Barrel (circle/detail # and locations)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Stages (Number and Size(s) _____)
<input type="checkbox"/>	<input type="checkbox"/>	Sanitation -Trash bins, Dumpsters, Recycle (circle/detail # and locations)	#		Barricades. How many identify locations and attach logistics map
#		Porta Toilets / Wash Stations (Quantity <u>ADA</u> <u>Regular</u> _____)	#		EVENT estimated attendance: <u>250</u> Number of staff working event: <u>10</u> Number of volunteers working event: <u>10</u>
<input type="checkbox"/>	<input type="checkbox"/>	Water Drinking / Washing (circle)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Amplified Sound Permit -the allowable sound decibel level - (90) dB maximum

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: Laman Waters Date: 5/24/13



AMPLIFIED SOUND PERMIT APPLICATION

Instructions:

Fill in the details on the application return it to the Special Events Administrator. It will then be forwarded to the appropriate authority for approval and signature. The completed and signed application will act as your permit and will be forwarded to you once approvals and signatures are completed.

It is important for the success of your event that surrounding residents and businesses are aware of the event and to have a contact for the event. It is your responsibility to notify all residents and businesses in the immediate area that may be affected by the events amplified music prior to the event. On the back of this permit is a form entitled "Notification of Amplified Sound Event" to be used for notification. Please fill out the form, copy and distribute it to your event neighbors.

By notifying surrounding residents in advance of your event, it is the expectation of the City of Hailey that you will take the opportunity to correct amplification levels if you are contacted directly.

Events may require an Amplified Sound Permit to be filed along with a Special Events Permit. The Hailey Municipal Code does exempt certain events as a special event, however, an Amplified Sound Permit maybe required. Please contact the Special Events Administrator at 208-788-4221 x22 to help determine the requirements for your event.

Applicable Requirements: There is no fee for the administrative review of this application or the first Hailey Police Department visit to your event, for visits 2 and more the fee charged to the applicant will be \$25.00 per visit. The allowable sound decibel level is – (90) dB maximum and sound may only be amplified between the hours of 10 am and 10 pm.

Name of Applicant: LAMAR WATERS Phone: 208-720-3914
 Address of Applicant: P.O. BOX 1287, Hailey, ID. 83333
 Type of Event: SKATE BOARD Competition
 Location of Event: HAILEY SKATE PARK
 Date of Event: JUNE 29, 2013 Number of People Expected: 250
 Time of Amplification: From 10:00 to 3:00

By signing this application, you are confirming the receipt and knowledge of the applicable requirements and agree to comply with them. In the event the Police Department has to intervene, the permit may be voided if found to not be in compliance with the applicable requirements.

Signature of Applicant: Lamar Waters Date: 5/24/13

When signed by the Police Chief or designee, a copy of the signed application will be your permit.

Chief of Police, or designee Signature: [Signature] Date: 5-29-13

<input type="checkbox"/>	Permit Approved	(For City Use Only)
<input type="checkbox"/>	Not Approved (check reason below)	
<input type="checkbox"/>	Use of the equipment would constitute a detriment to traffic safety;	
<input type="checkbox"/>	The issuance of the permit would be otherwise detrimental to the public health, safety or welfare;	
<input type="checkbox"/>	The issuance of the permit will substantially interfere with the peace and quiet of the neighborhood or the community;	
<input type="checkbox"/>	The applicant would violate the provisions of this Code or any other law.	

DECISION

Based on the Application for a Special Event Permit for Hailey Skatepark Competition 2013, 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. A supporting application is on file and shall be complied with.

Additional Conditions

- a. None

DATED this 3rd day of June 2013.

CITY OF HAILEY

By: _____
Fritz Haemmerle, its Mayor

ATTEST:

Mary Cone, City Clerk

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

SPECIAL EVENT AGREEMENT

In consideration of the granting of a special event permit by the City of Hailey ("the City") for Hailey Skatepark Competition 2013 (to be held June 29th 2013 from 11 am to 3 pm), 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 3rd day of June 2013.

APPLICANT:

By: _____

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

CITY OF HAILEY:

By: _____

Fritz Haemmerle, its Mayor

ATTEST:

Mary Cone, its City Clerk

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

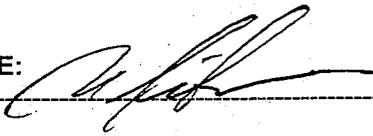
AGENDA ITEM SUMMARY

MA

DATE: 06/03/2013

DEPARTMENT: Community Development

DEPT. HEAD SIGNATURE: _____



SUBJECT:

Motion to approve special event, Hailey's Antique Market being held at Roberta Mc Kercher Park (Saturday July 5th thru Monday July 7th from 9:00 a.m. to 6:00 p.m.).

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

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS: Caselle # _____
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)

- | | | |
|--|---|---|
| <input type="checkbox"/> City Administrator | <input type="checkbox"/> Library | <input type="checkbox"/> Benefits Committee |
| <input type="checkbox"/> City Attorney | <input type="checkbox"/> Mayor | <input checked="" type="checkbox"/> Streets |
| <input type="checkbox"/> City Clerk | <input checked="" type="checkbox"/> Planning | <input type="checkbox"/> Treasurer |
| <input type="checkbox"/> Building | <input checked="" type="checkbox"/> Police | _____ |
| <input checked="" type="checkbox"/> Engineer | <input checked="" type="checkbox"/> Public Works, Parks | _____ |
| <input checked="" type="checkbox"/> Fire Dept. | <input type="checkbox"/> P & Z Commission | _____ |

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Recommendation to approve a special event, Hailey's Antique Market being held at Roberta Mc Kercher Park (Saturday July 5th thru Monday July 7th from 9:00 a.m. to 6:00 p.m.), and authorization for the Mayor to sign the special event decision and special event agreement.

ADMINISTRATIVE COMMENTS/APPROVAL:

City Administrator _____ Dept. Head in Attendance at Meeting (circle one) Yes No

ACTION OF THE CITY COUNCIL:

Date _____

City Clerk _____

FOLLOW-UP:

*Ord./Res./Agrmt./Order Originals: Record
Copies (all info.): _____
Instrument # _____

*Additional/Exceptional Originals to: _____
Copies (AIS only)



EMAIL TO DEPT HEADS: 5123/13
 HFD: CERT INSURANCE:
 HPD: STR CLOSURE: N/A
 HBLDG: BARRICADE MAP:
 HENG: CATERING PERMIT: Pend.
 HPD SEC: AMPL PERMIT: N/A
 SIGN PERMIT: N/A

RECEIVED
 MAY 22 2013

BY: Receivido
 Feb

SPECIAL EVENT PERMIT APPLICATION

EVENT NAME: Hailey's Antique Market

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
Roberts McKeeter 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.
4th of July Weekend.

Date(s) of Event	Hours	Estimated # of Attendees
<u>July 5 to 7</u>	Start Time: <u>9am</u> End Time: <u>6pm</u>	One Hour Interval: <u>100 at most</u> All Day: <u>300 or less</u>
	Start Time: End Time:	One Hour Interval: <u>100 at most</u> All Day: <u>200 at less</u>
Date of Set-Up <u>July 4</u>	Start Time: <u>7am</u> End Time: <u>10pm</u>	
Date of Tear Down <u>July 7</u>	Start Time: <u>5pm</u> End Time: <u>12pm</u>	

IV. FEES

Special Event Permit Application Fee \$125 125.00
 Events that meet the following criteria may be exempted from Park Rental Fee by resolution of the City Council:
 Non-profit event that is held annually within the City of Hailey for at least ten consecutive years and consistently draw large numbers of participants and spectators. Tax Exempt #: _____
 Promoted locally and regionally within the state and the northwest.
 Per Day Park Rental Fee 3x \$200 \$600
 Tax (on park rental fees only) 6% \$36
 Security Services Deposit \$761.00
TOTAL DUE \$761.00

V. ORGANIZATION INFORMATION

Sponsoring Organization: Dee Masters / Hailey's Antique Market.
 Applicant's Name: Y. Dee Masters Title: promoter / founder
 Address: P.O. Box 2727 City: Hailey State: ID Zip: 83333
 Telephone Day: 208-720-1146 Evening: same FAX: _____
 Applicant Driver's License #: FA1078843A EMAIL: haileyantiques@aol.com
 Federal Tax #: _____ State Tax #: 884 325

VI. EVENT INFORMATION

New Event: Yes _____ No X Annual Event: Yes X No _____ Years Operating 20
 Event Category: Commercial Noncommercial
 Estimate of Gross Ticket Sales & Revenues (commercial event only): _____
 Description of Event: Semi-annual event - 20 years - show & sale
antiques & collectibles
 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: Nom Funk 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.

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
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Street Closures & Access / Parade (if yes) • Street Closure for Special Event Application and detailed map listing areas of closure, parade route is required. <i>An ITD permit is required for Main Street.</i> • Your Event Coordinator is required to have the Notification Certification completed by all affected businesses, churches, schools and neighborhoods.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Alcohol Served (Free of Charge) (name of provider) Alcohol Sold Requires Alcohol Beverage Catering Permit (Hailey Code 5.13) <i>Muleshoe by wolverine</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Canopies/Tents/Membranes/Temporary Structures (Number & Size(s)) City of Hailey Fire Department, Fire Code Enforcement may require a permit for tents, canopies, membrane, or temporary structures over 200 sq. ft.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Food/Beverages will be served (List Caterers): <i>Both - Non profit & profit Regular Caterers.</i>
<input type="checkbox"/>	<input type="checkbox"/>	Security (detail who, number of officers, times. Attach plan) <i>Night security for vendors staff</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Vendors items sold/ solicitation <i>Yes.</i>
<input type="checkbox"/>	<input type="checkbox"/>	Medical Services (Circle) <u>First Aid</u> and/or EMS Services *Determination of EMS services is dependent on event size and type. Who is providing this service: _____	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Traffic Control / Shuttle Buses (Number of buses / locations / hours of operation, attach plan.)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Booths: Profit/ Non-Profit <i>Both</i>
<input type="checkbox"/>	<input type="checkbox"/>	Electricity / Generators (Size <u>NA</u>) Attach detailed electrical plan. <i>Small amount for 2 or 3 Food</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Activities / Entertainment (Agenda) Other equipment or entertainment
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Lighting plan: attach plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Signs or Banners: sign permit may be required by the City Planning and Zoning Department
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Gray Water Barrel / Grease Barrel (circle /detail # and locations)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Stages (Number and Size(s)) _____
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Sanitation -Trash bins, Dumpsters, Recycle (circle /detail # and locations)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Barricades. How many identify locations and attach logistics map <i>14 + 12 lanes</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Porta Toilets / Wash Stations (Quantity <u>ADA</u> <u>Regular</u>) <i>Bathroom inside Amory Front of Park</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	EVENT estimated attendance: <u>700 per day</u> Number of staff working event: <u>5</u> Number of volunteers working event: <u>NA</u>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Water <u>Drinking</u> <u>Washing</u> (circle)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Amplified Sound Permit-the allowable sound decibel level - (90) dB maximum

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: Yale Mat Date: 2-20-13



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
1/02/2013

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Western Community Ins Co PO Box 4848 Pocatello, ID 83206-4848	CONTACT NAME: FUNK NORMAN - AA
	PHONE (A/C No, Ext): 208-788-3529 FAX (A/C No): 208-232-3608 E-MAIL ADDRESS: commcerts@idfbins.com
INSURED MARSTERS YVONNE ALEE PO BOX 2727 HAILEY ID 83333	INSURER(S) AFFORDING COVERAGE
	INSURER A: Western Community Ins Co NAIC# 39519
	INSURER B:
	INSURER C:
	INSURER D:
	INSURER E:

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER: AF0418

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.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY			8B071205	1/27/13	1/27/14	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person) \$ 5,000
							PERSONAL & ADV INJURY \$ 1,000,000
							GENERAL AGGREGATE \$ 2,000,000
	GENL AGGREGATE LIMIT APPLIES PER:						PRODUCTS - COMP/OP AGG \$ 2,000,000
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						\$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS						BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS						PROPERTY DAMAGE (Per accident) \$
							\$
	UMBRELLA LIAB						EACH OCCURRENCE \$
	<input type="checkbox"/> EXCESS LIAB						AGGREGATE \$
							\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						WC STATUTORY LIMITS OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)						E.L. EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$

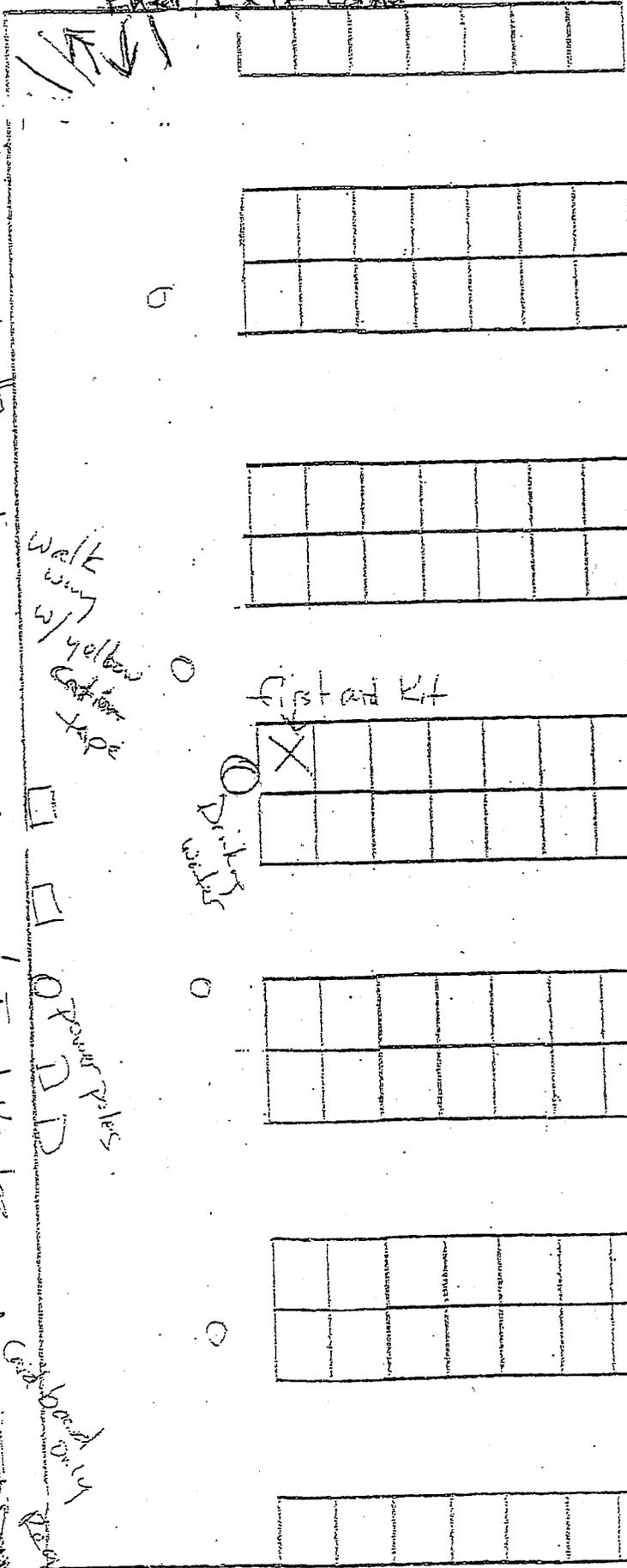
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

CERTIFICATE HOLDER CITY OF HAILEY 115 S MAIN ST HAILEY ID 83333	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
--	---

Enter/Exit Corridor

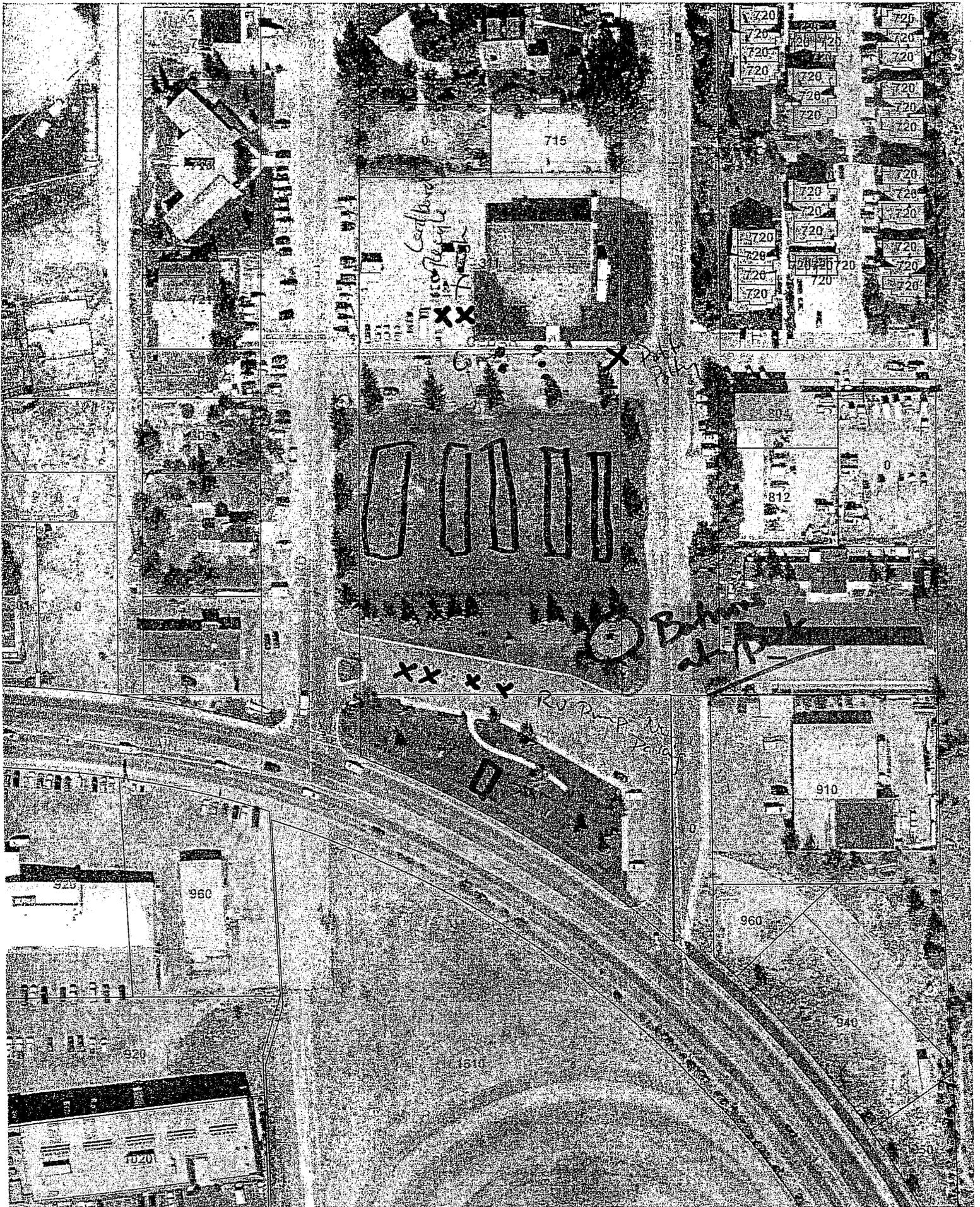
4th St

Booths
at Park



Airport

Trash cans and/or recycling



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. A supporting application is on file and shall be complied with.

Additional Conditions

- a. A catering permit shall be obtained to sell alcoholic beverages at the event.

DATED this 3rd day of June 2013.

CITY OF HAILEY

By: _____
Fritz Haemmerle, its Mayor

ATTEST:

Mary Cone, City Clerk

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

SPECIAL EVENT AGREEMENT

In consideration of the granting of a special event permit by the City of Hailey ("the City") for the Hailey's Antique Market, (to be held on Saturday July 5th thru Monday July 7th from 9 a.m. to 6 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 3rd day of June 2013.

APPLICANT:

By: _____

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

CITY OF HAILEY:

By: _____
Fritz Haemmerle, its Mayor

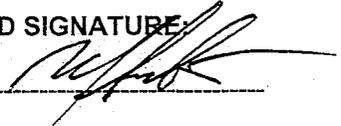
ATTEST:

Mary Cone, its City Clerk

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

AGENDA ITEM SUMMARY

DATE: 06-03-13 DEPARTMENT: Community Development DEPT. HEAD SIGNATURE: _____



SUBJECT:

Motion to approve special event, Kiwanis Club of Hailey, Car Show at Roberta McKercher Park (Saturday, August 3, 2013 from 8:00 a.m. to 5:00 p.m.).

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

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS: Caselle # _____
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)

- | | | |
|--|---|---|
| <input type="checkbox"/> City Administrator | <input type="checkbox"/> Library | <input type="checkbox"/> Benefits Committee |
| <input type="checkbox"/> City Attorney | <input type="checkbox"/> Mayor | <input checked="" type="checkbox"/> Streets |
| <input type="checkbox"/> City Clerk | <input type="checkbox"/> Planning | <input type="checkbox"/> Treasurer |
| <input type="checkbox"/> Building | <input checked="" type="checkbox"/> Police | _____ |
| <input type="checkbox"/> Engineer | <input checked="" type="checkbox"/> Public Works, Parks | _____ |
| <input checked="" type="checkbox"/> Fire Dept. | <input type="checkbox"/> P & Z Commission | _____ |

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Recommendation to approve a special event, Kiwanis Club of Hailey, Car Show at Roberta McKercher Park (Saturday, August 3, 2013 from 8:00 a.m. to 5:00 p.m.), and authorization for the Mayor to sign the special event decision and special event agreement.

This approval is based on applicant submitting catering permit.

ADMINISTRATIVE COMMENTS/APPROVAL:

City Administrator _____ Dept. Head in Attendance at Meeting (circle one) Yes No

ACTION OF THE CITY COUNCIL:

Date _____

City Clerk _____

FOLLOW-UP:

*Ord./Res./Agrmt./Order Originals: Record
Copies (all info.): _____
Instrument # _____

*Additional/Exceptional Originals to: _____
Copies (AIS only)



EMAIL TO DEPT HEADS: 5/22/13

HFD: YES CERT INSURANCE: X - Must Submit
HPD: YES STR CLOSURE: X
HPD: YES BARRICADE MAP: X
HENG: YES CATERING PERMIT: X - Must Submit
AMPL PERMIT: X SIGN PERMIT: X Banner

SPECIAL EVENT PERMIT APPLICATION

EVENT NAME: Kiwanis Car Show

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 McKercher 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.

Table with 3 columns: Date(s) of Event, Hours, Estimated # of Attendees. Includes rows for August 3, 2013, Date of Set-Up, and Date of Tear Down.

IV. FEES

Special Event Permit Application Fee \$125
Events that meet the following criteria may be exempted from Park Rental Fee by resolution of the City Council:
Non-profit event that is held annually within the City of Hailey for at least ten consecutive years and consistently draw large numbers of participants and spectators. Tax Exempt #: C17091
Promoted locally and regionally within the state and the northwest.
Per Day Park Rental Fee \$200
Tax (on park rental fees only) 6%
Security Services Deposit
TOTAL DUE \$337

RECEIVED
APR 29 2013
CITY OF HAILEY

V. ORGANIZATION INFORMATION

Sponsoring Organization: Kiwanis Club of Hailey
Applicant's Name: Dale K. Ewersen Title: Secretary
Address: P.O. Box 901 City: Hailey State: ID Zip: 83333
Telephone Day: 208-788-0148 Evening: FAX:
Applicant Driver's License #: FA1220776 EMAIL: dale@life-savings.com
Federal Tax #: 01-0890748 State Tax #:

VI. EVENT INFORMATION

New Event: Yes No
Annual Event: Yes No Years Operating 7
Event Category: Commercial Noncommercial
Estimate of Gross Ticket Sales & Revenues (commercial event only):
Description of Event: One day car show. All profits donated to children in need of help through Kiwanis Club.
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: Safeco Agent Name: Bisnett Insurance Phone: 726-8866

HOLD HARMLESS CLAUSE

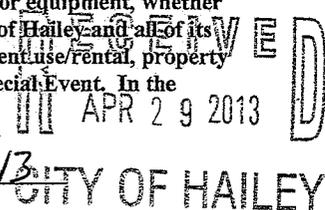
Permittee (organization/applicant) shall indemnify and hold harmless the City of Hailey, its agents, its employees and authorized volunteers from and against all claims, damages, losses and expenses, including attorney's fees, arising out of the permitted activity or the conduct of Permittee's operation 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.

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
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Street Closures & Access / Parade (if yes) <ul style="list-style-type: none"> Street Closure for Special Event Application and detailed map listing areas of closure, parade route is required. An ITD permit is required for Main Street. Your Event Coordinator is required to have the Notification Certification completed by all affected businesses, churches, schools and neighborhoods. 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Alcohol Served (Free of Charge) (name of provider)
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Alcohol Sold Requires Alcohol Beverage Catering Permit (Hailey Code 5.13)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>Wicked Spud</u>
<u>#6</u>	<input type="checkbox"/>	Canopies/Tents/Membranes/Temporary Structures (Number & Size(s) City of Hailey Fire Department, Fire Code Enforcement may require a permit for tents, canopies, membrane, or temporary structures over 200 sq. ft.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Food/Beverages will be served (List Caterers): <u>Wicked Spud</u>
<u>#</u>	<input checked="" type="checkbox"/>	Security (detail who, number of officers, times. Attach plan)	<input type="checkbox"/>	<input type="checkbox"/>	Vendors items sold/ solicitation
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Medical Services (Circle) First Aid and/or EMS Services *Determination of EMS services is dependent on event size and type. Who is providing this service: _____	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Traffic Control / Shuttle Buses (Number of buses / locations / hours of operation, attach plan.)	<u># 4</u>	<input type="checkbox"/>	Booths: Profit / Non-Profit <u>2 2</u>
<u>#2</u>	<input type="checkbox"/>	Electricity / Generators (Size <u>20 AMP</u>) Attach detailed electrical plan. <u>circuits at park</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Activities / Entertainment (Agenda) <u>remote</u> Other equipment or entertainment <u>brp padcast, DJ, band</u>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Lighting plan: attach plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Signs or Banners: sign permit may be required by the City Planning and Zoning Department
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Gray Water Barrel / Grease Barrel (circle /detail # and locations)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Stages (Number and Size(s) _____)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Sanitation -Trash bins, Dumpsters, Recycle <u>6 trash cans</u> (circle /detail # and locations)	<u>#6</u>	<input type="checkbox"/>	Barricades. How many identify locations and attach logistics map <u>(see 'Street Closure' map</u>
<u>#2</u>	<input type="checkbox"/>	Porta Toilets / Wash Stations (Quantity ADA Regular) <u>2 1 1</u>	<u>#16</u>	<input checked="" type="checkbox"/>	EVENT estimated attendance: <u>1200</u> Number of staff working event: <u>10</u> Number of volunteers working event: <u>6</u>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Water (Drinking / Washing (circle)) <u>bottled hand washing unit from Clear Creek Disposal</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Amplified Sound Permit-the allowable sound decibel level - (90) dB maximum

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: Dale K. Eversen Date: 4/29/13




FIRST NATIONAL INSURANCE CO. OF AMERICA

SEATTLE, WASHINGTON
COMMERCIAL INSURANCE POLICY

NAMED INSURED AND MAILING ADDRESS
KIWANIS CLUB OF HAILEY & THE
WOOD RIVER VALLEY
PO BOX 901
HAILEY, ID 83333

RENEWAL DECLARATIONS

POLICY NUMBER 01-CI-086259-5
RENEWAL OF 01-CI-086259-4 10-08

POLICY PERIOD FROM 10-01-12 TO 10-01-13 12:01 AM
STANDARD TIME AT YOUR MAILING ADDRESS SHOWN ABOVE.

AGENT NAME AND ADDRESS
BISNETT INSURANCE INC
PO BOX 5567
KETCHUM, ID 83340

1127597 (208) 726-8866

THE TOTAL ESTIMATED PREMIUM FOR THE POLICY TERM IS \$329.00.
YOU WILL BE BILLED THROUGH YOUR CUSTOMER ACCOUNT #857-1417-794-01.
THIS POLICY IS SUBJECT TO A FINAL AUDIT.

IN RETURN FOR THE PAYMENT OF THE PREMIUM, AND SUBJECT TO ALL THE TERMS OF THIS POLICY, THE COMPANIES INDICATED ON THE SPECIFIC COVERAGE PART DECLARATIONS AGREE WITH YOU TO PROVIDE THE INSURANCE AS STATED IN THIS POLICY.

THIS RENEWAL SERVES THE SAME PURPOSE AS WRITING A NEW POLICY WITH THE SAME PROVISIONS, CONDITIONS AND INSURING AGREEMENTS. THE INDIVIDUAL COVERAGE PART DECLARATIONS WHICH FOLLOW, LIST ALL OF THE FORMS THAT APPLY TO YOUR RENEWAL AND THOSE, IF ANY, WHICH NO LONGER APPLY. ONLY NEW OR REVISED FORMS ARE ATTACHED TO THIS RENEWAL. YOU MUST ADD THEM TO YOUR PRIOR POLICY.

COMMERCIAL GENERAL LIABILITY COVERAGE PART	\$	329.00
		<u>329.00</u>
PREMIUM FOR CERTIFIED ACTS OF TERRORISM	\$	0.00
TOTAL POLICY PREMIUM	\$	329.00

3748



(DATE) BY _____ (AUTHORIZED REPRESENTATIVE)

FIRST NATIONAL INSURANCE CO. OF AMERICA
SEATTLE, WASHINGTON

COMMERCIAL GENERAL LIABILITY COVERAGE PART DECLARATIONS

PAGE CG 1

NAMED INSURED: KIWANIS CLUB OF HAILEY & THE

POLICY NUMBER: 01-CI-086259-5

FORM OF BUSINESS: ORGANIZATION OTHER THAN A PARTNERSHIP OR JOINT VENTURE

L I M I T S O F I N S U R A N C E

COMMERCIAL GENERAL LIABILITY	
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
DAMAGE TO PREMISES RENTED TO YOU (ANY ONE PREMISES)	\$1,000,000
MEDICAL EXPENSE LIMIT (ANY ONE PERSON)	\$ 10,000

CODE	CLASSIFICATION-PREMIUM BASIS	EXPOSURE	RATE	PREMIUM
------	------------------------------	----------	------	---------

COMMERCIAL GENERAL LIABILITY OTHER THAN PRODUCTS-COMPLETED OPERATIONS

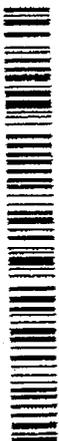
PREMISES 1

41670	CLUBS - CIVIC, SERVICE OR SOCIAL - NO BUILDINGS OR PREMISES OWNED OR LEASED EXCEPT FOR OFFICE PURPOSES - NOT-FOR-PROFIT ONLY PRODUCTS-COMPLETED OPERATIONS ARE SUBJECT TO THE GENERAL AGGREGATE LIMIT (PER MEMBER)	21	2.2310 \$	47.00
	TO MEET COVERAGE MINIMUM			282.00

PREMIUM ADJUSTMENTS:

CERTIFIED ACTS OF TERRORISM	\$ 0.00
COMMERCIAL GENERAL LIABILITY TOTAL	\$ 329.00

3750





AMPLIFIED SOUND PERMIT APPLICATION

Instructions:

Fill in the details on the application return it to the Special Events Administrator. It will then be forwarded to the appropriate authority for approval and signature. The completed and signed application will act as your permit and will be forwarded to you once approvals and signatures are completed.

It is important for the success of your event that surrounding residents and businesses are aware of the event and to have a contact for the event. It is your responsibility to notify all residents and businesses in the immediate area that may be affected by the events amplified music prior to the event. On the back of this permit is a form entitled "Notification of Amplified Sound Event" to be used for notification. Please fill out the form, copy and distribute it to your event neighbors.

By notifying surrounding residents in advance of your event, it is the expectation of the City of Hailey that you will take the opportunity to correct amplification levels if you are contacted directly.

Events may require an Amplified Sound Permit to be filed along with a Special Events Permit. The Hailey Municipal Code does exempt certain events as a special event, however, an Amplified Sound Permit maybe required. Please contact the Special Events Administrator at 208-788-4221 x22 to help determine the requirements for your event.

Applicable Requirements: There is no fee for the administrative review of this application or the first Hailey Police Department visit to your event, for visits 2 and more the fee charged to the applicant will be \$25.00 per visit. The allowable sound decibel level is – (90) dB maximum and sound may only be amplified between the hours of 10 am and 10 pm.

Name of Applicant: Kiwanis Club of Hailey Phone: 208-788-0148
 Address of Applicant: P.O. Box 901 Hailey, ID 83333
 Type of Event: Car Show to benefit children
 Location of Event: Roberta Mc Kercher Park
 Date of Event: August 3, 2013 Number of People Expected: 1200
 Time of Amplification: From 10⁰⁰Am to 3³⁰pm

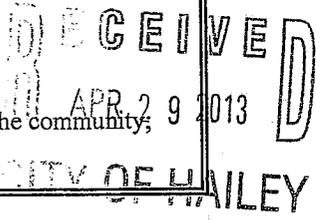
By signing this application, you are confirming the receipt and knowledge of the applicable requirements and agree to comply with them. In the event the Police Department has to intervene, the permit may be voided if found to not be in compliance with the applicable requirements.

Signature of Applicant: Dale K. Everson Date: 4/29/13

When signed by the Police Chief or designee, a copy of the signed application will be your permit.

Chief of Police, or designee Signature: [Signature] Date: 5-17-13

<input checked="" type="checkbox"/>	Permit Approved	(For City Use Only)
<input type="checkbox"/>	Not Approved (check reason below)	
<input type="checkbox"/>	Use of the equipment would constitute a detriment to traffic safety;	
<input type="checkbox"/>	The issuance of the permit (would be otherwise detrimental to the public health, safety or welfare;	
<input type="checkbox"/>	The issuance of the permit will substantially interfere with the peace and quiet of the neighborhood or the community;	
<input type="checkbox"/>	The applicant would violate the provisions of this Code or any other law.	





STREET CLOSURE FOR SPECIAL EVENT

EVENT NAME: Kiwanis Car Show

The above listed event received a street closure permit for a community event.

STREET CLOSURE DATES: August 3, 2013

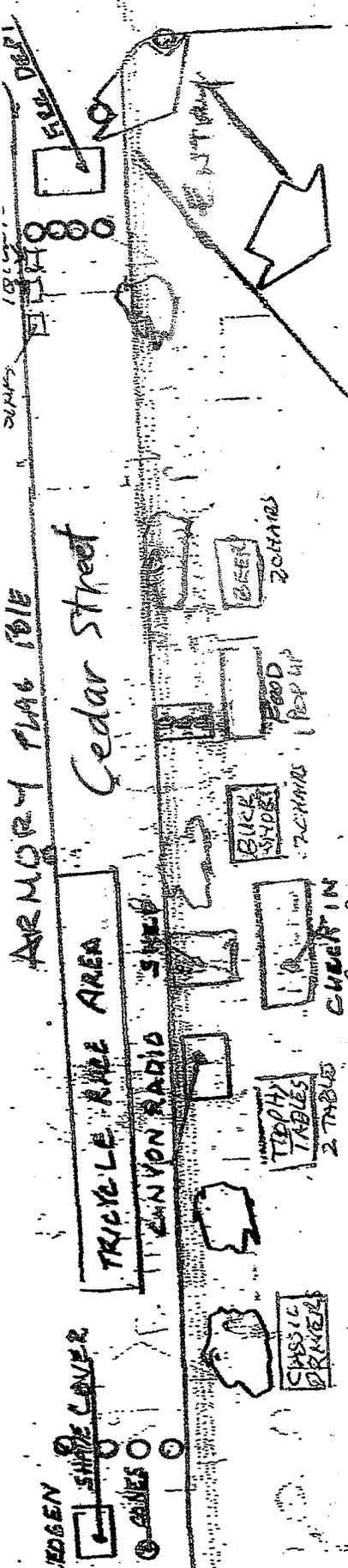
Route/street closure is map is attached.

Names of streets to be closed (attach further closures on a separate sheet if needed)		
<u>Cedar Street</u>	Between (street) <u>3rd Avenue</u>	And (street) <u>4th Avenue</u>
	Between (street)	And (street)
Time of Street Closure	Start: <u>8⁰⁰ AM</u>	End: <u>5⁰⁰ PM</u>
Participant type and number of entries of each type (check all that apply):		
<input checked="" type="checkbox"/> Participants/Spectators _____ <input type="checkbox"/> Animals _____ <input checked="" type="checkbox"/> Vehicles _____ <input type="checkbox"/> Floats _____ <input type="checkbox"/> Busses _____ <input type="checkbox"/> Bikes _____		

Participants/Spectators: for tricycle racing

Vehicles: service vehicles for event: limited #

RECEIVED
APR 29 2013
CITY OF HAILEY



DUMP

BOUNCE HOUSE

BOUNCE HOUSE

TABLES WITH CHAIRS - 12

Team Pick up

EMERGENCY EXIT

CONES AND NO PARKING SIGNS

ARMORY FLAG POLE
Cedar Street

TRUCKLE RACE AREA

CANYON RADIO

CLASSIC DRINKER

TIPSY TABLES
2 TABLES

CHECK IN

1 POP UP CHAIRS
1 TABLE

BUCK SYDNEY
2 CHAIRS

FOOD POP UP

BEER 20 HANS

DOUBLE ROWS OF CARS WITH 10' IN BETWEEN

SPARK ZUG

1 BRAD

ARTIST CENTER

4 POP UPS AND 4 TABLES (AIR PORT)

CAR SPACES: 21' X 11'
AISLES: 21' WIDE
BETWEEN CAR ROWS: 10'

NO PARKING SIGNS

* Please turn the water
at McKercher Park 'OFF'
on August 2nd.

* If the city has a street
sweeper available a few
days before the event,
please sweep Cedar Street
in front of the armory.

Thanks! Dale

Dear Mayor, City Council and Staff:

The *Kiwanis Club of Hailey and the Wood River Valley* has conducted its annual **Car Show**, at Roberta McKercher Park, successfully for the previous six years. This event is one of the club's major fund raising events. All of the proceeds are distributed to programs and causes benefitting children.

Club members appreciate your cooperation to help make this an outstanding event within the City of Hailey.

Please contact me with any questions or comments.

Respectfully,



Dale Ewersen,
Kiwanis Club Secretary
dale@life-savings.com
788-0148

RECEIVED
APR 29 2013
CITY OF HAILEY

DECISION

Based on the Application for a Special Event Permit for the Kiwanis Club of Hailey Car 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. A supporting application is on file and shall be complied with.

Additional Conditions

- a. A catering permit shall be obtained to sell alcoholic beverages at the event.

DATED this 3rd day of June 2013.

CITY OF HAILEY

By: _____
Fritz Haemmerle, its Mayor

ATTEST:

Mary Cone, City Clerk

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

SPECIAL EVENT AGREEMENT

In consideration of the granting of a special event permit by the City of Hailey ("the City") for the Kiwanis Club of Hailey Car Show, (to be held on Saturday, August 3, 2013 from 8 a.m. to 5 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 3rd day of June 2013.

APPLICANT:

By: _____

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

CITY OF HAILEY:

By: _____
Fritz Haemmerle, its Mayor

ATTEST:

Mary Cone, its City Clerk

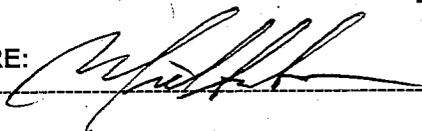
CITY OF HAILEY ■ 115 MAIN ST. S., SUITE H ■ HAILEY, IDAHO 83333 ■ 788-4221

AGENDA ITEM SUMMARY

DATE: 06/03/2013

DEPARTMENT: Community Development

DEPT. HEAD SIGNATURE: _____



SUBJECT:

Motion to approve special event, Hailey's Antique Market being held at Roberta McKercher Park (Friday August 30th, Saturday August 31st, Sunday September 1st from 9:00 a.m. to 6:00 p.m.).

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

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS: Caselle # _____
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)

- | | | |
|--|---|---|
| <input type="checkbox"/> City Administrator | <input type="checkbox"/> Library | <input type="checkbox"/> Benefits Committee |
| <input type="checkbox"/> City Attorney | <input type="checkbox"/> Mayor | <input checked="" type="checkbox"/> Streets |
| <input type="checkbox"/> City Clerk | <input type="checkbox"/> Planning | <input type="checkbox"/> Treasurer |
| <input type="checkbox"/> Building | <input checked="" type="checkbox"/> Police | _____ |
| <input checked="" type="checkbox"/> Engineer | <input checked="" type="checkbox"/> Public Works, Parks | _____ |
| <input checked="" type="checkbox"/> Fire Dept. | <input type="checkbox"/> P & Z Commission | _____ |

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Recommendation to approve a special event, Hailey's Antique Market being held at Roberta McKercher Park (Friday August 30th, Saturday August 31st, Sunday September 1st from 9:00 a.m. to 6:00 p.m.), and authorization for the Mayor to sign the special event decision and special event agreement.

ADMINISTRATIVE COMMENTS/APPROVAL:

City Administrator _____ Dept. Head in Attendance at Meeting (circle one) Yes No

ACTION OF THE CITY COUNCIL:

Date _____

City Clerk _____

FOLLOW-UP:

*Ord./Res./Agrmt./Order Originals: Record
Copies (all info.): _____
Instrument #: _____

*Additional/Exceptional Originals to: _____
Copies (AIS only)



EMAIL TO DEPT HEADS: 5/22/13
 HFD: yes CERT INSURANCE: yes
 HPD: yes STR CLOSURE: N/A
 HPA: yes BARRICADE MAP: yes
 HENG: yes CATERING PERMIT: yes
 AMPL PERMIT: N/A SIGN PERMIT: N/A

RECEIVED
 FEB 22 2013
 BY: Peerscott RD

SPECIAL EVENT PERMIT APPLICATION

EVENT NAME: Hailey's Antique Market

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

Robate McBecker Park / Hailey Amory

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.**

Labor Day Weekend

Date(s) of Event	Hours	Estimated # of Attendees
<u>Aug 30, 31 Sept 1</u>	Start Time: <u>9 am</u> End Time: <u>6 pm</u>	One Hour Interval: <u>100 at most</u> All Day: <u>200</u>
	Start Time: End Time:	One Hour Interval: <u>100 at most</u> All Day: <u>200</u>
Date of Set-Up <u>Aug 29</u>	Start Time: <u>7 am</u> End Time: <u>10 pm</u>	
Date of Tear Down	Start Time: <u>5 pm</u> End Time: <u>12 pm</u>	

IV. FEES

Special Event Permit Application Fee \$125 125.00

Events that meet the following criteria may be exempted from Park Rental Fee by resolution of the City Council:

- Non-profit event that is held annually within the City of Hailey for at least ten consecutive years and consistently draw large numbers of participants and spectators. Tax Exempt #: _____
- Promoted locally and regionally within the state and the northwest.

Per Day Park Rental Fee 3x \$200 \$600.00

Tax (on park rental fees only) 6% \$36.00

Security Services Deposit

TOTAL DUE \$761.00

V. ORGANIZATION INFORMATION

Sponsoring Organization: Y. Mee

Applicant's Name: Y. Mee Marstles Title: promoter / founder

Address: PO Box 2727 City: Hailey State: Id. Zip: 83333

Telephone Day: 208-722-1146 Evening: Same FAX: _____

Applicant Driver's License #: FA1078843A EMAIL: haileyantiques@aol.com

Federal Tax #: _____ State Tax #: 884-325

VI. EVENT INFORMATION

New Event: Yes _____ No X Annual Event: Yes X No _____ Years Operating 20

Event Category: Commercial Noncommercial

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

Description of Event: Semi annual event - 20 years - Show & sale
antiques, collectibles, art

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 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.

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
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Street Closures & Access / Parade (if yes) <ul style="list-style-type: none"> Street Closure for Special Event Application and detailed map listing areas of closure, parade route is required. <i>An ITD permit is required for Main Street.</i> Your Event Coordinator is required to have the Notification Certification completed by all affected businesses, churches, schools and neighborhoods. 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Alcohol Served (Free of Charge) (name of provider)
<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input type="checkbox"/>	Alcohol Sold Requires Alcohol Beverage Catering Permit (Hailey Code 5.13) <i>Marty's Male Shee here</i>
#	<input checked="" type="checkbox"/>	Canopies/Tents/Membranes/Temporary Structures (Number & Size(s)) City of Hailey Fire Department, Fire Code Enforcement may require a permit for tents, canopies, membrane, or temporary structures over 200 sq. ft.			Food/Beverages will be served (List Caterers): <i>Regular caterers</i>
#	<input checked="" type="checkbox"/>	Security (detail who, number of officers, times. Attach plan) <i>Agents for vendors stuff.</i>	<input checked="" type="checkbox"/>		Vendors items sold/ solicitation <i>Some usual dealers</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Medical Services (Circle) <u>First Aid</u> and/or EMS Services *Determination of EMS services is dependent on event size and type. Who is providing this service: _____			
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Traffic Control / Shuttle Buses (Number of buses / locations / hours of operation, attach plan.)	#	<input checked="" type="checkbox"/>	Booths: <u>Profit / Non-Profit</u> <i>Both</i>
#		Electricity / Generators (Size <u>NA</u>) Attach detailed electrical plan. <i>Small amount for 2 or 3 food</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Activities / Entertainment (Agenda) Other equipment or entertainment
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Lighting plan: attach plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Signs or Banners: sign permit may be required by the City Planning and Zoning Department
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Gray Water Barrel / Grease Barrel (circle /detail # and locations)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Stages (Number and Size(s) _____)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Sanitation -Trash bins, Dumpsters, Recycle (circle /detail # and locations)	#	<input type="checkbox"/>	Barricades. How many identify locations and attach logistics map <i>14 + 12 lows</i>
#	<input type="checkbox"/>	Porta Toilets / Wash Stations (Quantity ADA Regular) <i>Both inside among in food Park</i>	#		EVENT estimated attendance: <u>200 per day</u> Number of staff working event: <u>5</u> Number of volunteers working event: <u>NA</u>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Water <u>Drinking / Washing</u> (circle)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Amplified Sound Permit-the allowable sound decibel level - (90) dB maximum

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: 2-20-13



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
1/02/2013

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Western Community Ins Co PO Box 4848 Pocatello, ID 83206-4848	CONTACT NAME: FUNK NORMAN - AA
	PHONE (A/C, No, Ext): 208-788-3529 FAX (A/C, No): 208-232-3608 E-MAIL ADDRESS: commcarts@idfbjns.com
INSURED MARSTERS YVONNE ALEE PO BOX 2727 HAILEY ID 83333	INSURER(S) AFFORDING COVERAGE
	INSURER A: Western Community Ins Co NAIC # 39519
	INSURER B:
	INSURER C:
	INSURER D:
	INSURER E:

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:** AF0418

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.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR	WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR	Y	N	8B071205	1/27/13	1/27/14	EACH OCCURRENCE \$ 1,000,000
	GEN'L ABGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRD. JECT <input type="checkbox"/> LOC						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 - COMP/OP AGG \$ 2,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED \$ RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				WC STATUTORY LIMITS OTH-ER E.L EACH ACCIDENT \$ E.L DISEASE - EA EMPLOYEE \$ E.L DISEASE - POLICY LIMIT \$

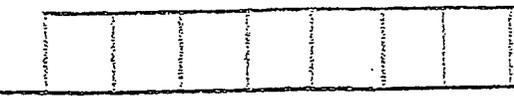
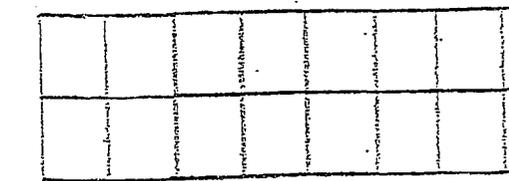
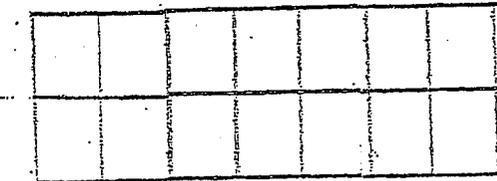
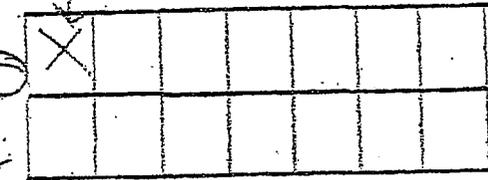
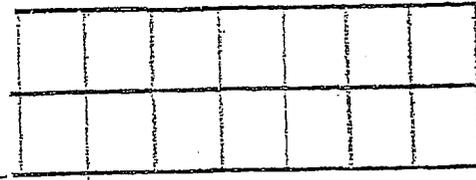
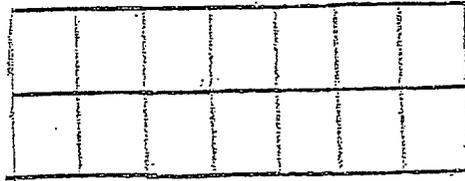
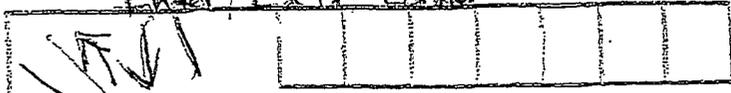
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 104, Additional Remarks Schedule, if more space is required)

CERTIFICATE HOLDER CITY OF HAILEY 115 S MAIN ST HAILEY ID 83333	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
---	--

Enter/Exit Corner

4th St

Restrooms
at Park



UR Home at 11. Amm.

Porter's

Walk way w/ yellow caution tape

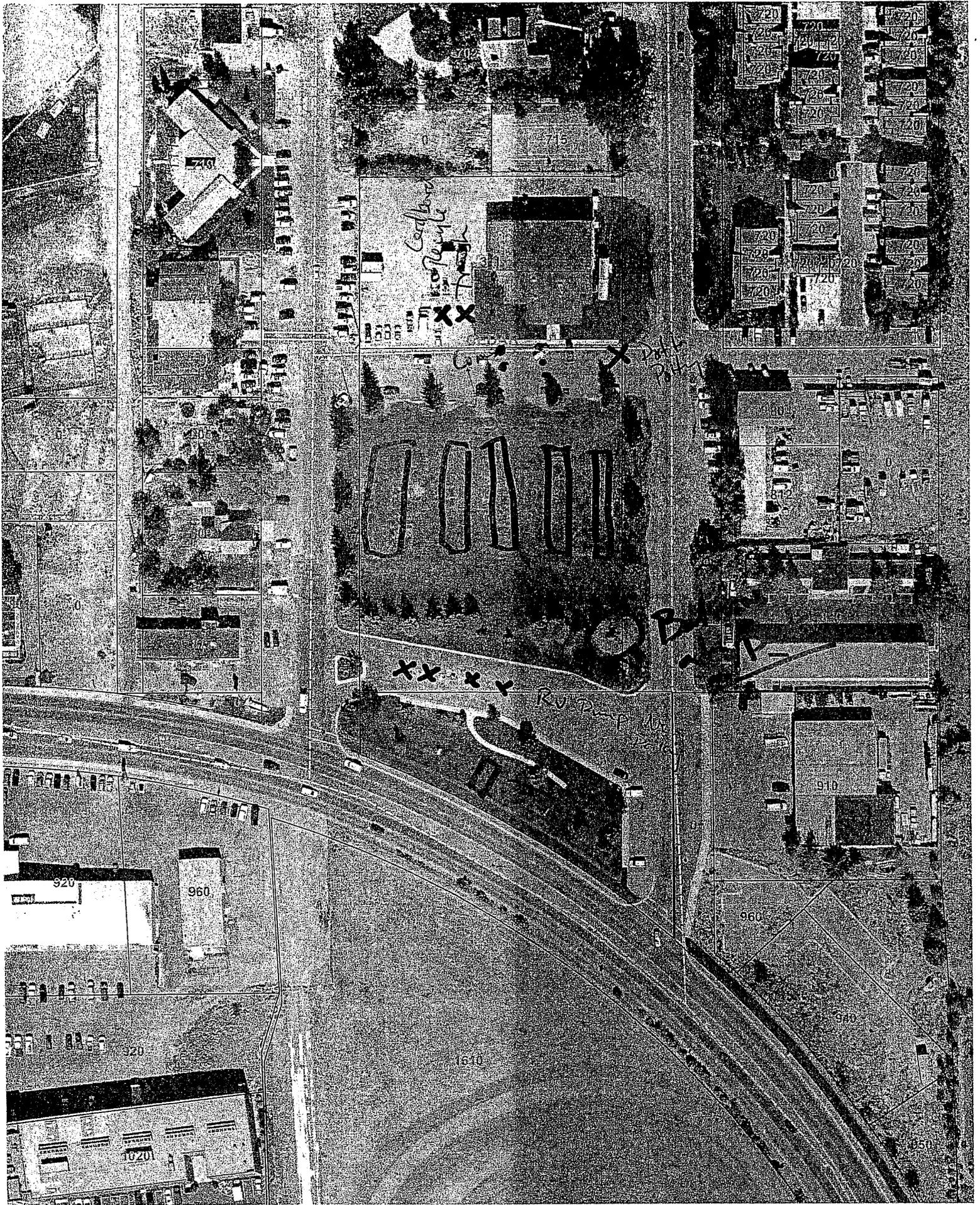
Armsory, Food Vendors

Porter's

Board only
Restrooms
at Park

Airport

Trash cans and/or recycling



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. A supporting application is on file and shall be complied with.

Additional Conditions

- a. A catering permit shall be obtained to sell alcoholic beverages at the event.

DATED this 3rd day of June 2013.

CITY OF HAILEY

By: _____
Fritz Haemmerle, its Mayor

ATTEST:

Mary Cone, City Clerk

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

SPECIAL EVENT AGREEMENT

In consideration of the granting of a special event permit by the City of Hailey ("the City") for the Hailey's Antique Market, (to be held on Friday, August 30, Saturday August 31, and Sunday September 1, 2013 from 9 a.m. to 6 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 3rd day of June 2013.

APPLICANT:

By: _____

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

CITY OF HAILEY:

By: _____
Fritz Haemmerle, its Mayor

ATTEST:

Mary Cone, its City Clerk

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