

AGENDA ITEM SUMMARY

DATE: 06-18-12 DEPARTMENT: Public Works DEPT. HEAD SIGNATURE: _____

SUBJECT:

Request approval for Chamber of Commerce 4th of July Parade and Criterium Bike Race, will be held on Main Street on Wednesday, July 4, 2012 from 10:00 a.m. and 4:00 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	X Streets
<input type="checkbox"/> City Clerk	X Planning	<input type="checkbox"/> Treasurer
X Building	X Police	<input type="checkbox"/> _____
X Engineer	<input type="checkbox"/> Public Works, Parks	<input type="checkbox"/> _____
X Fire Dept.	<input type="checkbox"/> P & Z Commission	<input type="checkbox"/> _____

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

- Amplified Sound Permit

Motion to approve the 4th of July Parade, Criterium Bike Race 2012 and authorize the Mayor to sign.

ADMINISTRATIVE COMMENTS/APPROVAL:

City Administrator _____ Dept. Head Attend 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)

DECISION

Based on the Application for a Special Event Permits for the 2012 4th of July Parade and Criterium Bike Race, the City of Hailey, pursuant to Chapter 12.14 of the Hailey Municipal Code, approves the Application and grants the Special Event Permit, subject to the following conditions:

Standard Conditions

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

Other Conditions

- Amplified Sound Permit must be submitted.

DATED this 18th day of June, 2012.

CITY OF HAILEY

By: _____
Fritz Haemmerle, its Mayor

ATTEST:

Mary Cone, City Clerk

AGREEMENT

In consideration of the granting of a special event permit by the City of Hailey (“the City”) for the 2012 4th of July Parade that will occur on July 4, 2012 from 10:00 p.m. to 1:30 p.m. and the Crierium Bike Race on July 4, 2012 from 1:30 p.m. to 4:00 p.m., plus specified set up and teardown time, (“the Event”), and pursuant to Section 12.14 of the Hailey Municipal Code, the undersigned, as the applicant (“Applicant”) of a Special Event Permit from the City for the Event, does hereby agree to reimburse the City for any costs incurred by the City in repairing damage or providing any services or materials resulting from the Event. The Applicant agrees that such costs may be deducted from a service security deposit as established by the City, and

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

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 18th day of June, 2012.

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



EMAIL TO DEPT HEADS: 2-30-12
 HFD: CERT INSURANCE:
 HPD: STR CLOSURE: yes
 HBLDG: BARRICADE MAP:
 HENG: CATERING PERMIT:
 HPD SEC: yes AMPL PERMIT:
 Street yes SIGN PERMIT: NO

SPECIAL EVENT PERMIT APPLICATION

I. EVENT NAME: 4th of July Parade, Criterium Bike Race

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

Public Property Private Property

Primarily Main Street (See map of race route)

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>7/4/2012</u>	<u>PARADE</u> Start Time: <u>10 AM</u> End Time: <u>1:30 PM</u>	One Hour Interval: All Day:
	<u>BIKE RACE</u> Start Time: <u>1:30 PM</u> End Time: <u>4:00 PM</u>	One Hour Interval: All Day:
Date of Set-Up		
<u>7/4/2012</u>	Start Time: End Time:	
Date of Tear Down		
<u>7/4/2012</u>	Start Time: End Time:	

IV. FEES

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

V. ORGANIZATION INFORMATION

Applicant's Name: Hailey Chamber Title: _____

Mailing Address: Box 100 Hailey, Idaho Zip Code: 83333

Street Address: 706 S. Main Street City: _____ State: _____

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

FAX Number: 208 578-1595 E-Mail Address: geegee@haileyidaho.com

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

VI. EVENT INFORMATION

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

Event Category: Commercial Noncommercial

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

Description of Event:
4th of July parade, food/vendor booths along parade route, BCRD 4th of July criterium bike race,

Additional Details:

VII. INSURANCE REQUIREMENTS

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

Insurance Company: Philadelphia Agent Name: Bisnett / Betty Urbany
 Address: (copy on file) One Bala Plaza Phone: 208-726-8866
Bala Cynwyd, PA 19004

HOLD HARMLESS CLAUSE

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

(Attach any additional pages as needed)

SPECIAL EVENT ACTIVITIES & CITY SERVICES REQUESTED

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

Yes	No	Check all Planned Activities	Yes	No	Check all Planned Activities
✓		Street Closures & Access / Parade Detailed map listing areas of closure, parade route is required. An ITD permit is required for Main Street.		✓	Alcohol Served (Free of Charge) (name of provider)
			✓		Alcohol Sold Requires Alcohol Beverage Catering Permit (Hailey Code 5.13) <i>licensed vendors</i>
✓		Street Closures & Access /Parade require your Event Coordinator to notify all affected businesses, churches schools and neighborhoods	✓		Food/Beverages will be served (List Caterers): <i>Licensed vendors</i>
# 4		Canopies/Tents/Membranes/Temporary Structures (Number & Size(s) City of Hailey Fire Department, Fire Code Enforcement	#		Vendors items sold/ solicitation <i>street vendors</i>
	✓	Medical Services (Circle) First Aid and/or EMS Services Who is providing services? _____	✓		
# ✓		Security (detail who, number of officers, times. Attach plan)	# ✓		Booths: Profit / Non-Profit
	✓	Traffic Control / Shuttle Buses (Number of buses / locations / hours of operation, attach plan.)		✓	Lighting plan: attach plan
#	✓	Electricity / Generators (Size _____) Attach detailed electrical plan.	✓		Activities / Entertainment (Agenda) <i>3 Announcers</i> Other equipment or entertainment <i>BAND</i>
				✓	Signs or Banners: sign permit may be required by the City Planning and Zoning Department
	✓	Water Drinking / Washing (circle)	✓		Stages (Number and Size(s)) <i>3</i> <i>Announcer stands</i>
	✓	Gray Water Barrel / Grease Barrel (circle /detail # and locations)	# ✓		Barricades. How many identify locations and attach logistics map
✓		Sanitation <i>Trash bins, Dumpsters, Recycle</i> (circle /detail # and locations)	#		EVENT estimated attendance <i>4500 - 5000</i>
# ✓		Porta Toilets / Wash Stations (Quantity ADA Regular)	#	3	Number of staff working event
		<i>10-15</i>	#	50	Number of volunteers working

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

Event Organizer's Signature: Virginia Anne Lowe

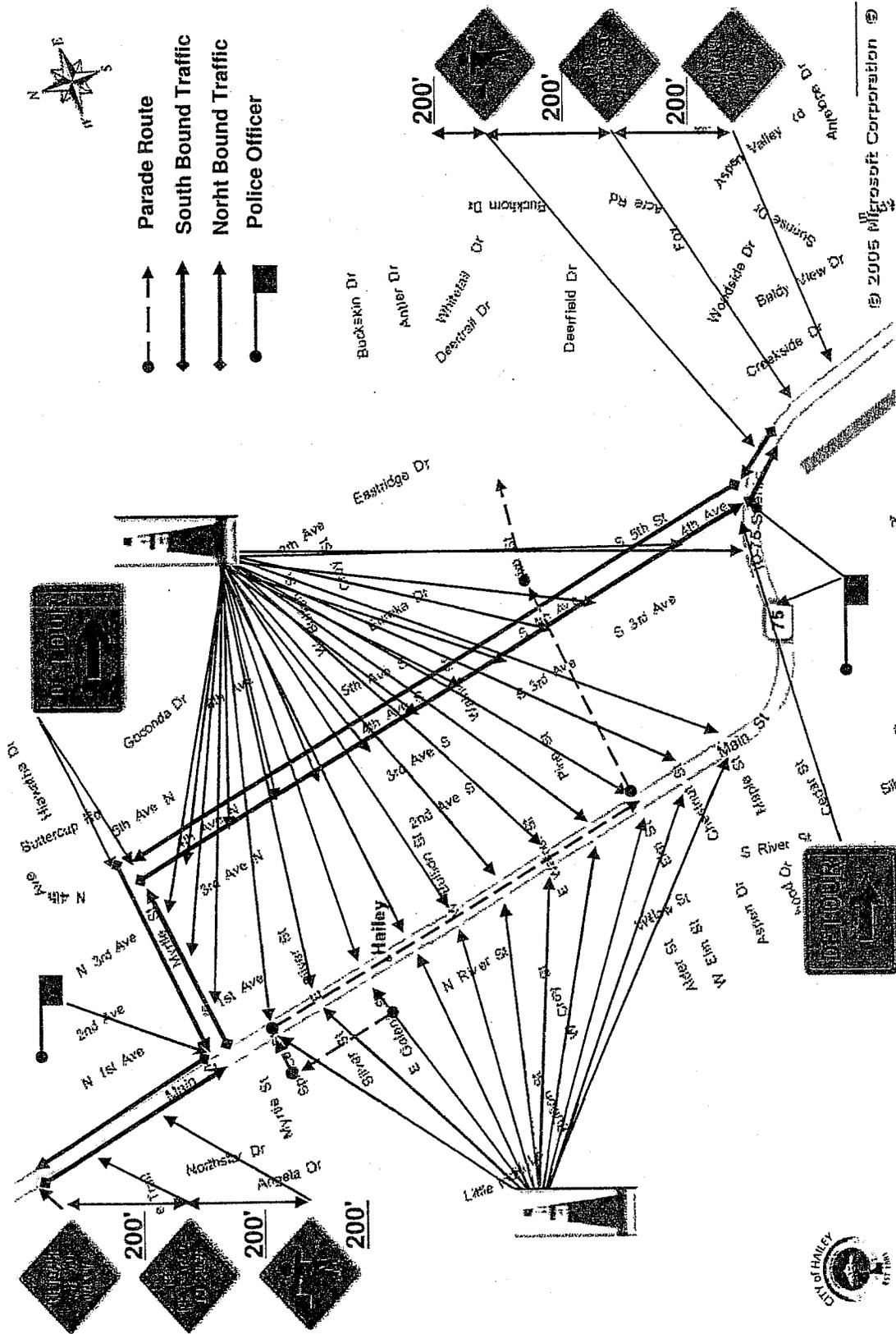
Date: 5.24.2012

4th of July 2012 Celebration in Hailey

4th of July celebration in Hailey will be the similar to the one in 2011. Our marketing and event planning efforts will again this year with BCRD for the Criterium Bike Race, and Spirit and Motion Athletic School for the Children's Carnival.

1. The Children's Carnival will be on the Farmers Market lot (next to Bank of America) between 9:00-12:00. Contact: Spririt and Motion Athletic School, Amanda Norton 208-720-4306, 208-968-4483
2. Please close down West Carbonate between Main and River Street for the announcing stand at 8:00 a.m. Parade will start at 12:00 noon and will end at approximately 1:30. Please close down Main Street at 11:00 a.m. Contact: Heather LaMonica Deckard 720-4535.
3. We will have 3 Announcing stands this year. Locations to be confirmed.
4. 4th of July Criterium Bike race will take place right after the parade. (1:30-4:00) Clean up will be until 4:30. See attached map of the route. BCRD contact is Janelle Connors: 578-2273 720-7427.
5. There will be food and craft/artist vendors along Main Street. Their location to be determined at a later date and will not interfere with traffic.

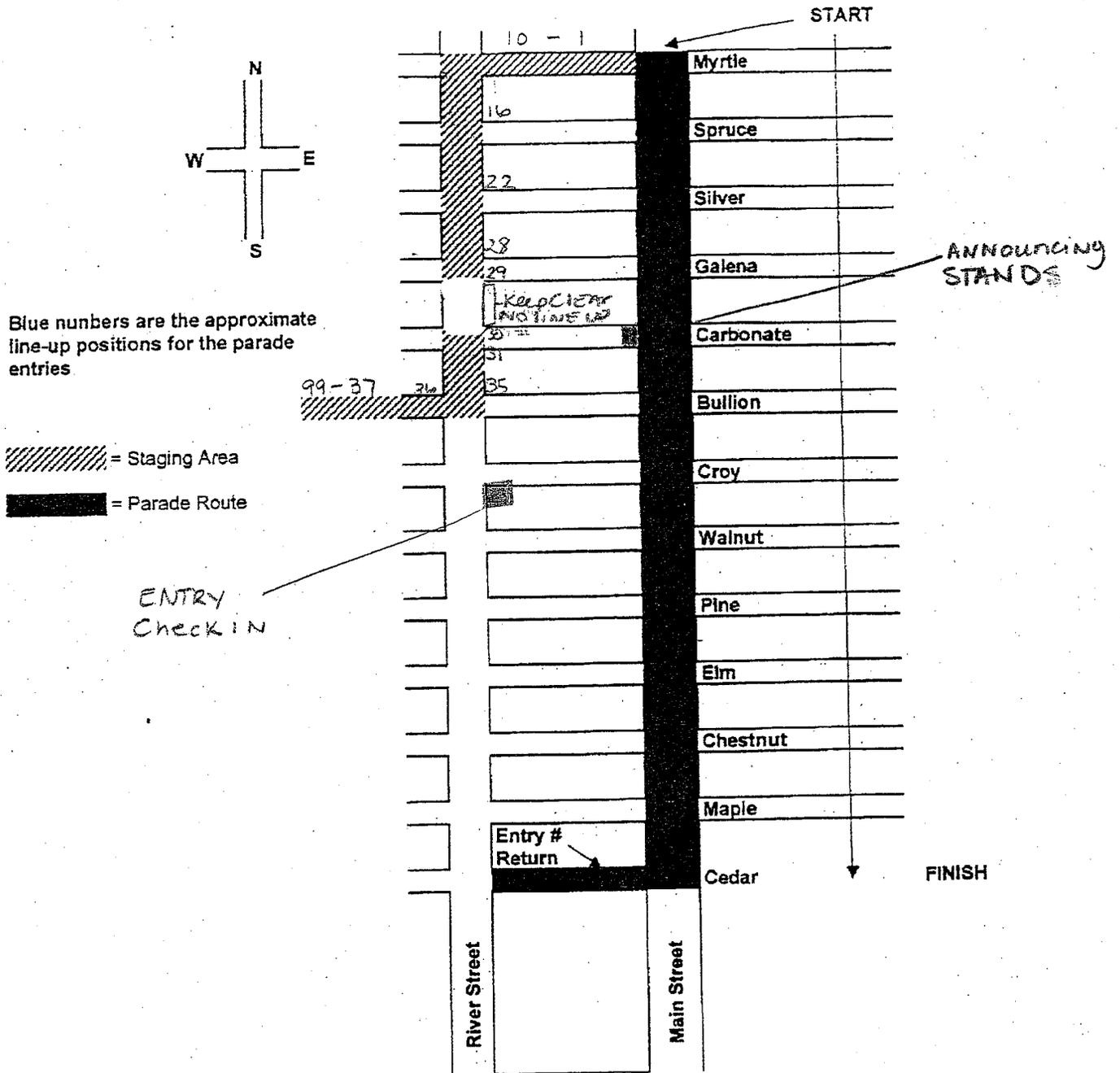
HAILEY 4th of July Traffic Detour Route



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

THERE WILL BE 8 CONES PER INTERSECTION ON MAIN ST

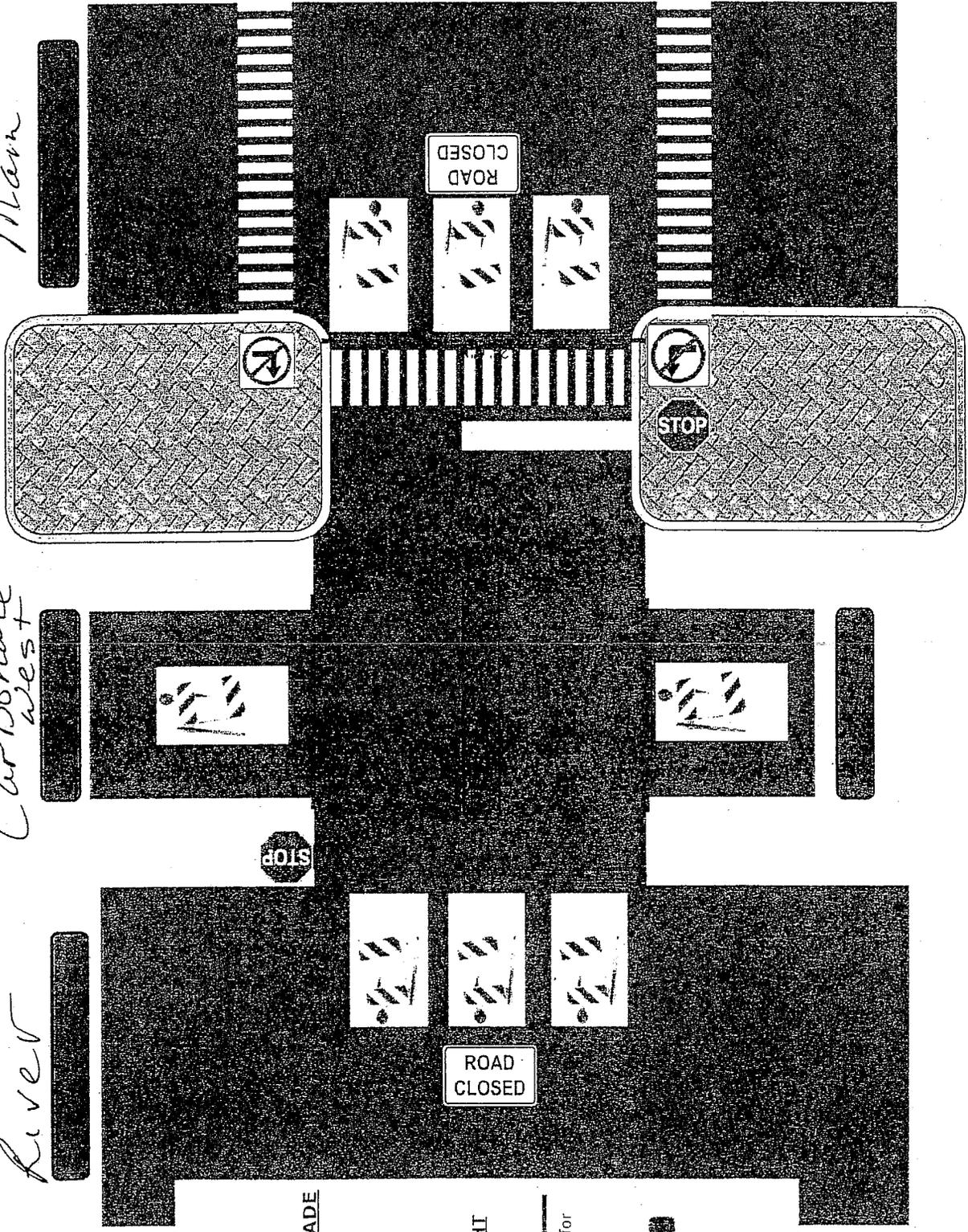
Hailey Chamber of Commerce 4th of July Parade Route



Main

Carbomite West

River



LEGEND

TYPE 1 BARRICADE

ROAD CLOSED

NO LEFT OR RIGHT TURN

PLACEMENT AREA for Barricades

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

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

Section Number	Type of Insurance -Coverage Form	Policy Number	Effective Date	Expiration Date	Deductible:				
		30A13018100110	3/8/2011	9/30/2011	\$500				
Limits									
I	PROPERTY INSURANCE	A. Buildings, Structures and Personal Property B. Automobile and Mobile Equipment Physical Damage C. Operational Disruption Expense D. Valuable Papers and Records		Amount Reported in Schedule of Values and with limits, conditions and exclusions <table border="1"> <thead> <tr> <th>For Claims Brought Pursuant to Title ,Ch.9, Idaho Code</th> <th>For All Other Covered Liability Claims</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> </tr> </tbody> </table>		For Claims Brought Pursuant to Title ,Ch.9, Idaho Code	For All Other Covered Liability Claims		
For Claims Brought Pursuant to Title ,Ch.9, Idaho Code	For All Other Covered Liability Claims								
II	COMPREHENSIVE GENERAL LIABILITY	A. General Liability	Each Occurrence	\$500,000	\$3,000,000				
		B. Premises Medical Payments	Each Person Each Accident		\$5,000 \$100,000				
		C. Law Enforcement Liability	Each Occurrence	\$500,000	\$3,000,000				
		D. Sexual Molestation (CLAIMS MADE)	Each Claim	\$500,000	\$3,000,000				
III	AUTOMOBILE LIABILITY	A. Automobile Liability	Each Occurrence	\$500,000	\$3,000,000				
		B. Automobile Medical Payments	Each Person Each Accident		\$5,000 \$100,000				
		C. Uninsured Motorist	Each Person Each Accident		\$100,000 \$300,000				
IV	ERRORS AND OMISSIONS -CLAIMS MADE FORM	ERRORS AND OMISSIONS LIABILITY Employee Medical Ins Benefit Liability	Each Occurrence	\$500,000	\$3,000,000				
V	CRIME INSURANCE -OCCURRENCE FORM (INCLUDES PUBLIC OFFICIALS' SURETY-IN-LIEU)	A. Employee Dishonesty B. Money and Securities (within premises) C. Money and Securities (outside premises)	Each Occurrence		\$500,000				
VI	BOILER AND MACHINERY	A. Damaged Property B. Expediting Expenses C. Business Income and Extra Expense D. Spoilage Damage E. Utility Interruption F. Newly Acquired Premises G. Ordinance or Law H. Errors and Omissions	Each Occurrence Each Occurrence Each Occurrence Each Occurrence Each Occurrence Each Occurrence Each Occurrence General Aggregate		Varies Per Item \$2,500,000 Included \$1,000,000 \$2,500,000 \$5,000,000 \$5,000,000 \$10,000,000 \$100,000,000				
Description of Operations/Locations/Vehicles/Restrictions/Special Items: July 4th Criterium Event, July 4, 2011 Evidence of Insurance									
Certificate Holder: City of Hailey Attn: Events Permit 115 Main St. S., Ste. H Hailey ID 83333			Cancellation Should any of the above described policies be cancelled before the expiration date thereof, the issuing Program will endeavor to mail 30 days written notice to the certificate holder named to the left, but failure to mail such notice shall impose no obligation or liability of any kind upon the Program, its agents or representatives. Authorized Representative <i>Shery Harmon</i> ICRMP 10/11						

CERTIFICATE OF INSURANCE		Issue Date: Wednesday, May 30, 2012 9:23:53 AM
Agent for Public Entity: Greg Bloomfield Wood River Ins Inc 410 N Main Hailey ID 83333-		This certificate is issued as evidence of the insurance coverage provided to the named Insuring Participant. It does not amend, extend or alter the coverage afforded by the policies below. It does not extend coverage beyond that permissible by Idaho Code Section 6-923 (Governmental Tort Liability Act) PROGRAM AFFORDING COVERAGE: Idaho Counties Risk Management Program, Underwriters
Insuring Pool Participant: Blaine County Recreation District 1050 Fox Acres Rd #107 Hailey ID 83333-		

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

Section Number	Type of Insurance - Coverage Form	Policy Number	Effective Date	Expiration Date	Property Deductible (except flood/quake):	\$500		
I	PROPERTY INSURANCE	31A13018100111	5/30/2012	9/30/2012	Limits Amount Reported in Schedule of Values and with limits, conditions and exclusions <table border="1"> <thead> <tr> <th>For Claims Brought Pursuant to Title, Ch. 9, Idaho Code</th> <th>For All Other Covered Liability Claims</th> </tr> </thead> </table>		For Claims Brought Pursuant to Title, Ch. 9, Idaho Code	For All Other Covered Liability Claims
For Claims Brought Pursuant to Title, Ch. 9, Idaho Code	For All Other Covered Liability Claims							
		A. Buildings, Structures and Personal Property B. Automobile and Mobile Equipment Physical Damage C. Operational Disruption Expense D. Valuable Papers and Records						
II	COMPREHENSIVE GENERAL LIABILITY							
		A. General Liability	Each Occurrence	\$500,000	\$3,000,000			
		B. Premises Medical Payments	Each Person		\$5,000			
			Each Accident		\$100,000			
		C. Law Enforcement Liability	Each Occurrence	\$500,000	\$3,000,000			
		D. Sexual Molestation (CLAIMS MADE)	Each Claim	\$500,000	\$3,000,000			
III	AUTOMOBILE LIABILITY							
		A. Automobile Liability	Each Occurrence	\$500,000	\$3,000,000			
				\$5,000	\$5,000			
		B. Automobile Medical Payments	Each Person	\$100,000	\$100,000			
			Each Accident	\$100,000	\$100,000			
		C. Uninsured/Underinsured Motorist	Each Person	\$300,000	\$300,000			
			Each Accident	\$300,000	\$300,000			
IV	ERRORS AND OMISSIONS - CLAIMS MADE FORM							
		A. Errors/Omissions Liability	Each Occurrence	\$500,000	\$3,000,000			
		B. Employee Medical Ins Benefit Liability	Each Occurrence	\$500,000	\$3,000,000			
V	CRIME INSURANCE - OCCURRENCE FORM (INCLUDES PUBLIC OFFICIALS')							
		A. Employee Dishonesty	Each Occurrence		\$500,000			
		B. Money and Securities (within premises)	Each Occurrence		\$500,000			
		C. Money and Securities (outside premises)	Each Occurrence		\$500,000			
VI	BOILER AND MACHINERY							
		A. Damaged Property	Each Occurrence		Varies Per Item			
		B. Expediting Expenses	Each Occurrence		\$2,500,000			
		C. Business Income and Extra Expense	Each Occurrence		Included			
		D. Spoilage Damage	Each Occurrence		\$1,000,000			
		E. Utility Interruption	Each Occurrence		\$2,500,000			
		F. Newly Acquired Premises	Each Occurrence		\$5,000,000			
		G. Ordinance or Law	Each Occurrence		\$5,000,000			
		H. Errors and Omissions	Each Occurrence		\$10,000,000			

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

4th of July Crit Race

Evidence of Insurance

Certificate Holder: Idaho Transportation Department Attn Events Permit 216 S Date Shoshone ID 83352	Cancellation Should any of the above described policies be cancelled before the expiration date thereof, the issuing Program will endeavor to mail 30 days written notice to the certificate holder named to the left, but failure to mail such notice shall impose no obligation or liability of any kind upon the Program, its agents or representatives. Authorized Representative <i>Shery Harmon</i> ICRMP 11/12
---	---

Shellie Rubel

From: Mike Chapman
Sent: Wednesday, May 30, 2012 11:18 AM
To: Jeff Gunter; Shellie Rubel; Dave Stellers; Mary Cone; Mike Baledge; Tom Hellen; Wayne Orvik
Cc: Kelly Schwarz
Subject: RE: 4th of July Parade, Criterium Bike Race

I would also like to reiterate that while I do not oppose the distribution of candy during the parade, the candy MUST land in the curbside parking lane.

We have had too many close calls where the candy has been thrown from the vehicles and landed around and under moving vehicles, with little kids darting in between the vehicles to pick it up.

I strongly advice the parade organizers to inform all parade participants the following:

- 1. Distribute all candy in the outer lanes only, next to the sidewalk curb.*
- 2. Don't attempt to throw flimsy items from a vehicle. Leaflets, and light trinkets and candy are easily blown back around the vehicle*
- 3. Don't serve items directly from a vehicle or float, or allow spectators to approach the float to get candy, food, or other promotional supplies. Pass it out to them at the sidewalk areas!*
- 4. Do not rely on young children to pass out candy, (they can't throw the candy out of a vehicle/float far enough) unless they are staying in the outer lanes.*

Over the past few years we have had several near misses, of children almost run over by parade vehicles or floats. Please help keep our children safe,

MC

From: Jeff Gunter
Sent: Wednesday, May 30, 2012 9:21 AM
To: Shellie Rubel; Dave Stellers; Mary Cone; Mike Baledge; Mike Chapman; Tom Hellen; Wayne Orvik
Cc: Kelly Schwarz
Subject: RE: 4th of July Parade, Criterium Bike Race

Greetings,

I will not be closing down Main an hour before the parade starts, there is no shoot out this year.

We will start closing main at 11:30, with total shutdown at 11:45.

Regards,

Jeff

From: Shellie Rubel
Sent: Wednesday, May 30, 2012 9:13 AM
To: Dave Stellers; Jeff Gunter; Mary Cone; Mike Baledge; Mike Chapman; Tom Hellen; Wayne Orvik
Cc: Kelly Schwarz
Subject: 4th of July Parade, Criterium Bike Race
Importance: High

Hi Everyone,

Attached you will find the application for your approval and or comments. Thanks.

Shellie Rubel

Shellie Rubel

From: Jeff Gunter
Sent: Wednesday, May 30, 2012 9:21 AM
To: Shellie Rubel; Dave Stellers; Mary Cone; Mike Baledge; Mike Chapman; Tom Hellen; Wayne Orvik
Cc: Kelly Schwarz
Subject: RE: 4th of July Parade, Criterium Bike Race

Greetings,

I will not be closing down Main an hour before the parade starts, there is no shoot out this year.

We will start closing main at 11:30, with total shutdown at 11:45.

Regards,

Jeff

From: Shellie Rubel
Sent: Wednesday, May 30, 2012 9:13 AM
To: Dave Stellers; Jeff Gunter; Mary Cone; Mike Baledge; Mike Chapman; Tom Hellen; Wayne Orvik
Cc: Kelly Schwarz
Subject: 4th of July Parade, Criterium Bike Race
Importance: High

Hi Everyone,

Attached you will find the application for your approval and or comments. Thanks.

Shellie Rubel

Deputy Clerk

City of Hailey

208-788-4221 x22



RECEIVED
 JUN - 1 2012
 BY: _____

STREET CLOSURE FOR SPECIAL EVENT

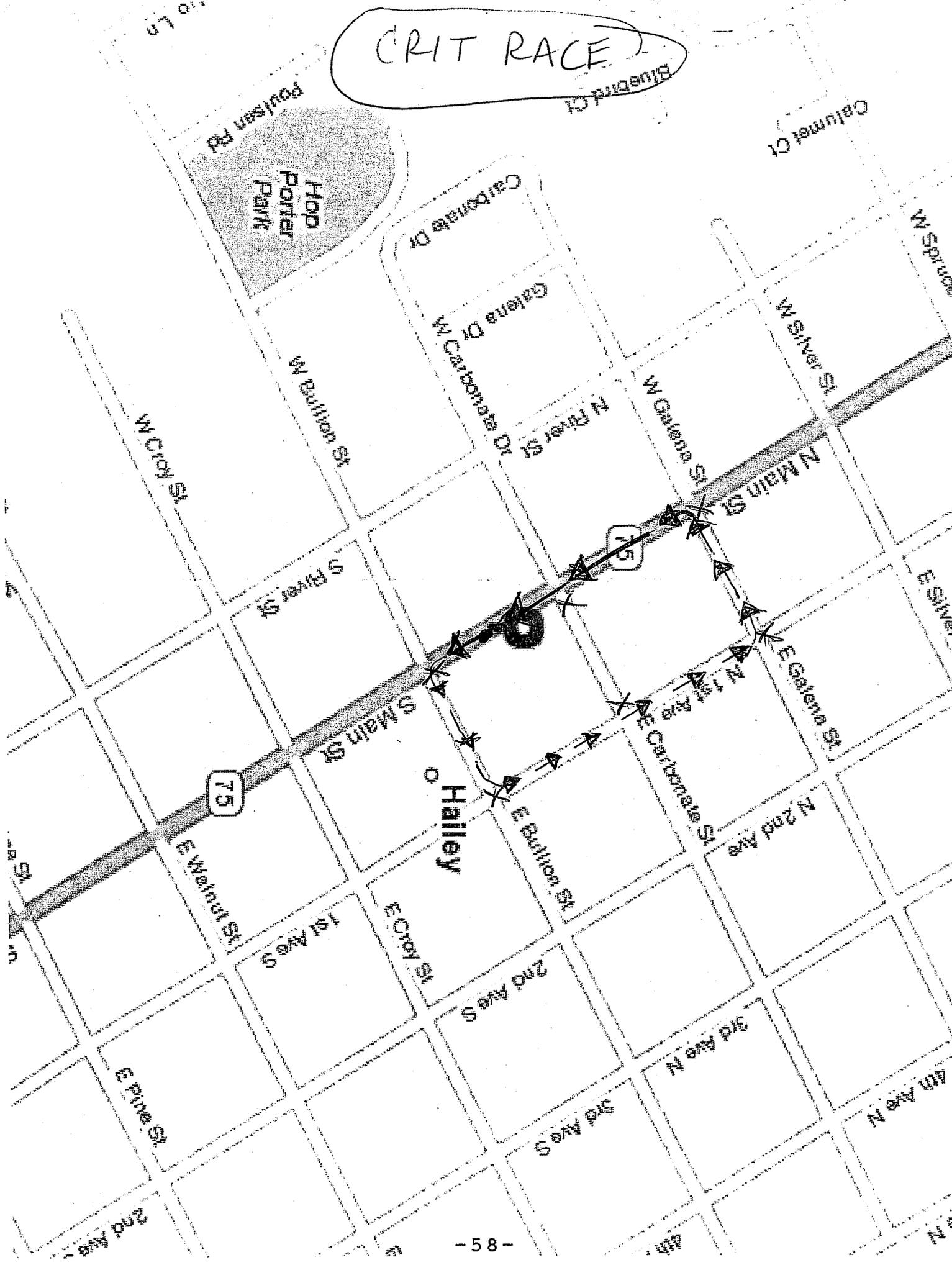
EVENT NAME: 4th of July Parade + BCRO Critterium Race
 The above listed event received a street closure permit for a community event.

STREET CLOSURE DATES: WEDNESDAY JULY 4, 2012

Route/street closure is map is attached.

Names of streets to be closed (attach further closures on a separate sheet if needed)		
W CROY	Between (street) RIVER	And (street) MAIN
W. CARBONATE	Between (street) RIVER	And (street) MAIN
FIRST AVENUE	Between (street) BULLION	And (street) E. GALENA
E BULLION	Between (street) MAIN	And (street) FIRST AVENUE
E CARBONATE	Between (street) MAIN	And (street) FIRST AVENUE
E GALENA	Between (street) MAIN	And (street) FIRST AVENUE
MAIN/HWY 75 (MAP ITD)	Between (street) CEDAR	And (street) MYRTLE
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>950+</u> <input checked="" type="checkbox"/> Animals <u>50</u> <input checked="" type="checkbox"/> Vehicles <u>50</u> <input checked="" type="checkbox"/> Floats <u>1</u> <input checked="" type="checkbox"/> Busses _____ <input checked="" type="checkbox"/> Bikes <u>100</u>		

CRIT RACE



AGENDA ITEM SUMMARY

DATE: 06-18-12 DEPARTMENT: Public Works DEPT. HEAD SIGNATURE: SK

SUBJECT:

Request approval for A Day of Chalk, will be held on the east side sidewalks between Croy & Carbonate on Main Street on Saturday, July 14, 2012 from 9:00 a.m. to 1:00 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	X Streets
<input type="checkbox"/> City Clerk	X Planning	<input type="checkbox"/> Treasurer
X Building	X Police	<input type="checkbox"/> _____
X Engineer	<input type="checkbox"/> Public Works, Parks	<input type="checkbox"/> _____
X Fire Dept.	<input type="checkbox"/> P & Z Commission	<input type="checkbox"/> _____

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Motion to approve the A Day of Chalk 2012 and authorize the Mayor to sign.

ADMINISTRATIVE COMMENTS/APPROVAL:

City Administrator _____ Dept. Head Attend 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)

DECISION

Based on the Application for a Special Event Permit for the 2012 A Day of Chalk 2012, the City of Hailey, pursuant to Chapter 12.14 of the Hailey Municipal Code, approves the Application and grants the Special Event Permit, subject to the following conditions:

Standard Conditions

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

Other Conditions

- Declaration of Insurance will need to be submitted.
- Amplified Sound Permit must be submitted.

DATED this 18th day of June, 2012.

CITY OF HAILEY

By: _____
Fritz Haemmerle, its Mayor

ATTEST:

Mary Cone, City Clerk

AGREEMENT

In consideration of the granting of a special event permit by the City of Hailey ("the City") for the 2012 A Day of Chalk that will occur on July 14, 2012 from 9:00 a.m. to 1:00 p.m., plus specified set up and teardown time, ("the Event"), and pursuant to Section 12.14 of the Hailey Municipal Code, the undersigned, as the applicant ("Applicant") of a Special Event Permit from the City for the Event, does hereby agree to reimburse the City for any costs incurred by the City in repairing damage or providing any services or materials resulting from the Event. The Applicant agrees that such costs may be deducted from a service security deposit

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

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 18th day of June, 2012.

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



HFD: CERT INSURANCE: _____
 HPD: STR CLOSURE: _____
 HBLDG: BARRICADE MAP: _____
 HENG: CATERING PERMIT: _____
 HPD SEC: AMPL PERMIT: _____
 SIGN PERMIT: _____

RECEIVED

JUN 04 2012

SPECIAL EVENT PERMIT APPLICATION

EVENT NAME: A DAY OF CHALK

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

EAST SIDE SIDEWALKS BETWEEN CROY & CARBONATE ON MAIN ST. HAILEY

III. EVENT SCHEDULE

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

Date(s) of Event	Hours		Estimated # of Attendees
JULY 14TH	Start Time: 9AM	End Time: 1PM	One Hour Interval: 50± All Day: 200
	Start Time:	End Time:	One Hour Interval: All Day:
Date of Set-Up 7/4	Start Time: 7:30 AM	End Time: 9 AM	
Date of Tear Down 7/4	Start Time: 1 PM	End Time: 2 PM	

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: HAILEY ARTS COMMISSION

Applicant's Name: R. L. ROWSEY Title: CHAIR

Address: BOX 2792 City: HAILEY State: ID Zip: 83333

Telephone Day: 720-7909 Evening: _____ FAX: _____

Applicant Driver's License #: _____ EMAIL: r.l.rowsey@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): _____

Description of Event: _____

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: _____ Agent Name: _____ Phone: _____

City of Hailey Insurance
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
	X	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 5.13)
#		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.	X		Food/Beverages will be served (List Caterers): <i>still securing</i>
#	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.)	#		Booths: Profit / Non-Profit
#	X	Electricity / Generators (Size _____) Attach detailed electrical plan.			Activities / Entertainment (Agenda) Other equipment or entertainment
	X	Lighting plan: attach plan <i>none</i>	X		Signs or Banners: sign permit may be required by the City. Planning and Zoning Department <i>permits on sidewalk</i>
	X	Gray Water Barrel / Grease Barrel (circle /detail # and locations)		X	Stages (Number and Size(s) _____)
X		Sanitation -Trash bins, Dumpsters, Recycle (circle /detail # and locations) <i>yes supplied</i>	#	X	Barricades. How many identify locations and attach logistics map
#		Porta Toilets / Wash Stations (Quantity ADA Regular _____) <i>Wash, EG Willis</i>	#		EVENT estimated attendance: 100 Number of staff working event: <i>2</i> Number of volunteers working event: <i>10</i>
		Water Drinking / Washing (circle)			Amplified Sound Permit-the allowable sound decibel level - (90) dB maximum <i>NA</i>

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: *6/4/12*

AGENDA ITEM SUMMARY

DATE: 06-18-12 DEPARTMENT: Public Works DEPT. HEAD SIGNATURE: _____

SUBJECT:

Request approval for Hailey Skate Park Grand Opening Celebration, will be held at Hailey Skate Park on June 23, 2012 from 9:30 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 type="checkbox"/> Streets
<input type="checkbox"/> City Clerk	X Planning	<input type="checkbox"/> Treasurer
<input type="checkbox"/> Building	X Police	_____
X Engineer	<input type="checkbox"/> Public Works, Parks	_____
X Fire Dept.	<input type="checkbox"/> P & Z Commission	_____

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Motion to approve the Hailey Skate Park Grad Opening Celebration and authorize the Mayor to sign.

ADMINISTRATIVE COMMENTS/APPROVAL:

City Administrator _____ Dept. Head Attend 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)

DECISION

Based on the Application for a Special Event Permit for the 2012 Hailey Skate Park Grand Opening Celebration 2012, the City of Hailey, pursuant to Chapter 12.14 of the Hailey Municipal Code, approves the Application and grants the Special Event Permit, subject to the following conditions:

Standard Conditions

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

Other Conditions

DATED this 18th day of June, 2012.

CITY OF HAILEY

By: _____
Fritz Haemmerle, its Mayor

ATTEST:

Mary Cone, City Clerk

AGREEMENT

In consideration of the granting of a special event permit by the City of Hailey ("the City") for the 2012 Hailey Skate Park Grand Opening Celebration that will occur on June 23, 2012 from 9:30 p.m. to 3:00 p.m., plus specified set up and teardown time, ("the Event"), and pursuant to Section 12.14 of the Hailey Municipal Code, the undersigned, as the applicant ("Applicant") of a Special Event Permit from the City for the Event, does hereby agree to reimburse the City for any costs incurred by the City in repairing damage or providing any services or materials resulting from the Event. The Applicant agrees that such costs may be deducted from a service security 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.

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

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 18th day of June, 2012.

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



HFD: CERT INSURANCE: City
 HPD: STR CLOSURE: _____
 HBLDG: BARRICADE MAP: _____
 HENG: CATERING PERMIT: _____
 HPD SEC: AMPL PERMIT:
 SIGN PERMIT:

SPECIAL EVENT PERMIT APPLICATION

EVENT NAME: Hailey Skate Park Grand Opening Celebration

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 Skate Park

III. EVENT SCHEDULE

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

Date(s) of Event	Hours	Estimated # of Attendees
6/23/12	Start Time: 9:00 am ^{9:30} am End Time: @ 3:00 pm	One Hour Interval: All Day:
	Start Time: End Time:	One Hour Interval: All Day:
Date of Set-Up <u>6/23</u>	Start Time: @ 8:00 am End Time: @	
Date of Tear Down <u>6/23</u>	Start Time: End Time: @ 3:30 pm	

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: Hailey Parks: Lands Board

Applicant's Name: Janet Fugate Title: Chair, Hailey P&L

Address: PO Box 3686 / 1100 Echo Hill Dr City: Hailey State: ID Zip: 83333

Telephone Day: 788-1062 Evening: 788-1062 FAX: _____

Applicant Driver's License #: FA 109699E EMAIL: jrfugate@cox.net

Federal Tax #: _____ State Tax #: _____

VI. EVENT INFORMATION

New Event: Yes No _____ Annual Event: Yes _____ No one-time event Years Operating _____

Event Category: Commercial Noncommercial

Estimate of Gross Ticket Sales & Revenues (commercial event only): n/a

Description of Event: Skate Clinics, Skate Information, Ribbon Cutting

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: JCRMP 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"/>	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 checked="" type="checkbox"/>	Alcohol Served (Free of Charge) (name of provider)
				<input checked="" type="checkbox"/>	Alcohol Sold Requires Alcohol Beverage Catering Permit (Hailey Code 5.13)
#	<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.		<input checked="" type="checkbox"/>	Food/Beverages will be served (List Caterers):
#	<input checked="" type="checkbox"/>	Security (detail who, number of officers, times. Attach plan)		<input checked="" type="checkbox"/>	Vendors items sold/ solicitation <i>Food Vendors</i>
<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: <u>Hailey</u> <u>mile Bg ledge</u>			
<input checked="" type="checkbox"/>		Traffic Control / Shuttle Buses (Number of buses / locations / hours of operation, attach plan.)	#	<input checked="" type="checkbox"/>	Booths: Profit / Non-Profit
#		Electricity / Generators (Size _____) Attach detailed electrical plan.			Activities / Entertainment (Agenda) Other equipment or entertainment
<input checked="" type="checkbox"/>		Lighting plan: attach plan	<input checked="" type="checkbox"/>		Signs or Banners: sign permit may be required by the City Planning and Zoning Department
<input checked="" type="checkbox"/>		Gray Water Barrel / Grease Barrel (circle /detail # and locations)	<input checked="" type="checkbox"/>		Stages (Number and Size(s) _____)
		Sanitation -Trash bins, Dumpsters, Recycle (circle /detail # and locations)	#	<input checked="" type="checkbox"/>	Barricades. How many identify locations and attach logistics map
#		Porta Toilets / Wash Stations (Quantity ADA Regular _____) <i>Using Prodeo Arena Restrooms</i>	#		EVENT estimated attendance: <u>300</u> Number of staff working event: <u>1</u> Number of volunteers working event: <u>10</u>
		Water (Drinking/ Washing (circle))			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: 6/8/12



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: CITY OF HAILEY Phone: 788-4221
 Address of Applicant: 115 MAIN ST. S. HAILEY, ID 83333
 Type of Event: SKATE PARK GRAND REOPENING
 Location of Event: 791 MAIN ST. S. / SKATE PARK
 Date of Event: 6/23/12 Number of People Expected: 300
 Time of Amplification: From 9:30 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: [Signature] Date: 6/8/12

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

Chief of Police, or designee: _____ Date: _____

<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.	