AGENDA ITEM SUMMARY

DATE: 05/23/11 DEPARTMENT: Public Works DEPT. HEAD SIGNATURE: 

SUBJECT:

Approval is requested for the Chamber - Sheeptown Drag Nationals Special Event. Will be held on River Street between Spruce Street and Silver Street, 6/16/11.

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

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:

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

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IF APPLICABLE)

<table>
<thead>
<tr>
<th></th>
<th>Clerk / Finance Director</th>
<th>XX Engineer</th>
<th>XX Building</th>
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<tr>
<td>City Attorney</td>
<td>XX Planning</td>
<td>XX Fire Dept.</td>
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<td>Library</td>
<td>XX P &amp; Z Commission</td>
<td>XX Police</td>
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<tr>
<td>Safety Committee</td>
<td>XX Public Works, Parks</td>
<td>Mayor</td>
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<td>XX Streets</td>
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</table>

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

The Special Event Department heads approved with the following comments:

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

FOLLOW-UP REMARKS:
SPECIAL EVENT PERMIT APPLICATION

I. EVENT NAME: Sheeptown Drag Nationals  #6750

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

☐ Public Property  ☐ Private Property
River Street from Spruce - Silver

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

<table>
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<tr>
<th>Date(s) of Event</th>
<th>Hours</th>
<th>Estimated # of Attendees</th>
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</thead>
<tbody>
<tr>
<td>6-16-2011</td>
<td>Start Time: 7pm  End Time: 10pm</td>
<td>One Hour Interval: All Day:</td>
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<td>Start Time:</td>
<td>End Time:</td>
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<tr>
<td>Date of Set-Up</td>
<td>6-16</td>
<td>6:30 - 9:00 pm</td>
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<tr>
<td>Date of Tear Down</td>
<td>Start Time: 10:00pm  End Time: 10:30</td>
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</tbody>
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IV. FEES
Special Event Permit Application Fee $125. ☐  $125  
Per Day Park Rental Fee $200. ☐  
Security Deposit $500. ☐  
Tax (on park rental fees only) 6%. ☐  
TOTAL DUE Additional Deposit Required ☐  $125  

V. ORGANIZATION INFORMATION
Applicant's Name: Billy Olson / Hailey Chamber  Title:  
Mailing Address: PO Box 101  Zip Code: 83333  
Street Address: 706 S. Main  City: Hailey  State:  
Day Telephone: 208-788-3484  Evening Telephone:  
FAX Number: 208-578-1595  E-Mail Address:  

RECEIVED  APR 29 2011  BY:  
7/15/2009
VI. EVENT INFORMATION

New Event: Yes ☒ No ☐ Annual Event: Yes ☒ No ☐ Years Operating 4

Event Category: ☐ Commercial ☒ Noncommercial

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

Expected Participants: 10 Entrants - single elimination bracket using a non-seed. 

VII. INSURANCE REQUIREMENTS

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

Insurance Company: Philedephia Insurance
Agent Name: Marty Miller

Address: Phone: 

HOLD HARMLESS CLAUSE

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

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

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<td>Canopies/Tents/Membranes/Temporary Structures&lt;br&gt;(Number &amp; Size(s)&lt;br&gt;City of Hailey Fire Department, Fire Code Enforcement</td>
<td>#</td>
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<td>Food/Beverages will be served (List Caterers):</td>
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<td>#</td>
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<td>Medical Services&lt;br&gt;(Circle) First Aid and/or EMS Services&lt;br&gt;Who is providing services?</td>
<td>#</td>
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<td>Vendors items sold / solicitation</td>
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<td>V</td>
<td>Security (detail who, number of officers, times. Attach plan)</td>
<td>#</td>
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<td>Booths: Profit / Non-Profit</td>
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<td>Traffic Control / Shuttle Buses&lt;br&gt;(Number of buses / locations / hours of operation, attach plan.)</td>
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<td></td>
<td>Lighting plan: attach plan</td>
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<td>#</td>
<td>V</td>
<td>Electricity / Generators (Size ____________)&lt;br&gt;Attach detailed electrical plant.</td>
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<td>Activities / Entertainment (Agenda)&lt;br&gt;Other equipment or entertainment</td>
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<td>Water&lt;br&gt;Drinking / Washing (circle)</td>
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<td>Signs or Banners: sign permit may be required by the City Planning and Zoning Department</td>
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<td>V</td>
<td>Gray Water Barrel / Grease Barrel&lt;br&gt;(circle / detail # and locations)</td>
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<td>Stages (Number and Size(s))</td>
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<td>#</td>
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<td>Sanitation - Trash bins, Dumpster, Recycle&lt;br&gt;(circle / detail # and locations)</td>
<td># 100</td>
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<td>Barricades. How many identify locations and attach logistics map</td>
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<td>#</td>
<td>V</td>
<td>Porta Toilets / Wash Stations&lt;br&gt;(Quantity ADA Regular)</td>
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<td>EVENT estimated attendance</td>
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<td>#</td>
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<td>Powerhouse</td>
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I hereby certify that I have read and will abide by the laws, rules and regulations set forth by the City of Hailey, Blaine County, and the State of Idaho, and in signing this application, I hereby agree that I and the organization I represent, shall hold the City of Hailey and all of its agents or employees free and blameless from any claim, liability or damage which may arise from use of City facilities or equipment, whether or not the City of Hailey, its agents or employees are jointly negligent. I further agree to promptly reimburse the City of Hailey and all of its agents for any clean up loss or damage to City property resulting from this use, as well as permitting, staffing, equipment use/rental, property use/rental, clean up, inspections involving the use of public property, public employees or public equipment for the Special Event. In the event the deposit exceeds the actual charges, the City Clerk shall refund the balance to the applicant.

Event Organizer’s Signature: [Signature]
Date: 4/26/11

7/15/2009

Bill Olson - 100 -
DECISION

Based on the Application for a Special Event Permit for the Chamber - Sheeptown Drag Nationals, the City of Hailey, pursuant to Chapter 12.14 of the Hailey Municipal Code, approves the Application and grants the Special Event Permit, subject to the following conditions:

Standard Conditions

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

Other Condition

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

DATED this 23rd day of May, 2011

CITY OF HAILEY

By: ________________________________
    Rick Davis, its Mayor

ATTEST:

______________________________
Mary Cone, its City Clerk

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

15/03/SPECIAL EVENT PERMIT (08/02/05)
AGREEMENT

In consideration of the granting of a special event permit by the City of Hailey ("the City") for the Chamber - Sheeptown Drag Nationals that will occur on June 16, 2011 from 7:00 p.m. to 10:00 p.m., plus specified set up and teardown time, ("the Event"), and pursuant to Section 12.14 of the Hailey Municipal Code, the undersigned, as the applicant ("Applicant") of a Special Event Permit from the City for the Event, does hereby agree to reimburse the City for any costs incurred by the City in repairing damage or providing any services or materials resulting from the Event. The Applicant agrees that such costs may be deducted from a non-refundable security deposit or additional deposit as established by the City, and that if costs exceed any deposit made by the applicant, further reimbursement will be made to the City upon demand. The Applicant hereby agrees to indemnify, defend and hold harmless the City and its officers and employees, in their official and individual capacities, from any and all claims, demands, obligations, liabilities, lawsuits, judgments, attorneys’ fees, costs, expenses and damages of any nature caused by or arising out of, or connected with the Event. In the event either party hereto is required to retain counsel to enforce a provision of this Agreement, or to recover damages resulting from a breach hereof, the prevailing party shall be entitled to recover from the other party all reasonable attorney’s fees incurred herein or on appeal, or in bankruptcy proceedings. The Applicant agrees to comply with all the laws and ordinances of the City of Hailey, Idaho applicable to the subject matter thereof, and to conduct the Event in accordance with the terms and provisions of the application for a Special Event Permit, as approved or as modified by the City, and all conditions of the Special Event Permit. The Applicant agrees that the Special Event Permit is nontransferable and shall be conducted only for the dates and locations as approved by the City.

IN WITNESS WHEREOF, Applicant and the City have executed this Agreement on this 23rd day of May, 2011.

APPLICANT:

By: ____________________________

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

CITY OF HAILEY:

By: ____________________________

Rick Davis, its Mayor

ATTEST:

Mary Cone, its City Clerk

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

15/03/SPECIAL EVENT PERMIT (08/02/05)
AGENDA ITEM SUMMARY

DATE: 05/23/2011  DEPARTMENT:  Public Works  DEPT. HEAD SIGNATURE:  

SUBJECT:

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

AUTHORITY:  ☐ ID Code _______  ☐ IAR _______  ☐ City Ordinance/Code _______
(IFAPPLICABLE)

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:

Budget Line Item #: ___ YTD Line Item Balance $__
Estimated Hours Spent to Date: ____________ Estimated Completion Date: ____________
Staff Contact: ____________ Phone #: ____________
Comments: ____________

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS:  (IFAPPLICABLE)

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

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Special Event Heads approved with only the following comments:
Signs and Banners displayed for more than 72 hrs. require a permit from the City.

FOLLOW-UP REMARKS:
SPECIAL EVENT PERMIT APPLICATION

I. EVENT NAME: **BLAINE COUNTY SCOTTISH CULTURAL HERITAGE FESTIVAL**

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

☐ Public Property       ☐ Private Property

**NELSON'S FIELD**

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

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<th>Date(s) of Event</th>
<th>Hours</th>
<th>Estimated # of Attendees</th>
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<tbody>
<tr>
<td>6/18</td>
<td>Start Time: 9 am</td>
<td>End Time: 5 pm</td>
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<td>Start Time:</td>
<td>End Time:</td>
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<tr>
<td>Date of Set-Up</td>
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<tr>
<td>6/17</td>
<td>Start Time: 5 am</td>
<td>End Time: 8 am</td>
</tr>
<tr>
<td>Date of Tear Down</td>
<td>Start Time: 8 am</td>
<td>End Time: 5 pm</td>
</tr>
</tbody>
</table>

IV. FEES
Special Event Permit Application Fee $125 ☑ $ 125
Per Day Park Rental Fee $200 ☐
Security Deposit $500 ☐
Tax (on park rental fees only) 6% ☐ $125

TOTAL DUE
Additional Deposit Required ☐

$125

V. ORGANIZATION INFORMATION
Applicant's Name: **DANIEL TURNER**  Title:  
Mailing Address: PO BOX 477  Zip Code: 83323
Street Address: 1371 ASPEN VALLEY DR  City: HALEY  State: ID
Day Telephone: (208) 789-9808  Evening Telephone:  
FAX Number:  E-Mail Address: dtturner@co.blaine.id.us

7/15/2009
VI. EVENT INFORMATION

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

Event Category: □ Commercial □ Noncommercial

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

Description of Event: SCOTTISH FESTIVAL TO BENEFIT BLAINE CO P.A.L. PROGRAM. EVENT TO INCLUDE ATHLETIC COMPETITION, DANCE DEMONSTRATIONS, PIPE BANDS, DEMONSTRATIONS, AND LOCAL VENDORS. YOUTH'S TO PARTICIPATE IN SIMILAR ACTIVITIES AS ATHLETIC COMPETITION.

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: ____________________________

Address: ____________________________ Phone: ____________________________

HOLD HARMLESS CLAUSE

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

(Attach any additional pages as needed)
SPECIAL EVENT ACTIVITIES & CITY SERVICES REQUESTED

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

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<td>City of Hailey Fire Department, Fire Code Enforcement</td>
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<td>Attach detailed electrical plan.</td>
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<td>Water Drinking / Washing (circle)</td>
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<td>Gray Water Barrel / Grease Barrel</td>
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<td>EVENT estimated attendance</td>
<td>300</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Number of staff working event</td>
<td>TBD</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Number of volunteers working</td>
<td>TBD</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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: 4/14/2011

7/15/2009
2011 Blaine County Scottish Cultural and Heritage Festival
Benefit for the Blaine County P.A.L. program

Event Date and Time: June 18, 9am-5pm
Location: Nelson's Field, Hailey, ID

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

In consideration of the granting of a special event permit by the City of Hailey ("the City") for the Chamber – Blaine County Scottish Cultural & Heritage Festival that will occur on June 18, 2011 from 9:00 a.m. to 5:00 p.m., plus specified set up and teardown time, ("the Event"), and pursuant to Section 12.14 of the Hailey Municipal Code, the undersigned, as the applicant ("Applicant") of a Special Event Permit from the City for the Event, does hereby agree to reimburse the City for any costs incurred by the City in repairing damage or providing any services or materials resulting from the Event. The Applicant agrees that such costs may be deducted from a non-refundable security deposit or additional deposit as established by the City, and that if costs exceed any deposit made by the applicant, further reimbursement will be made to the City upon demand. The Applicant hereby agrees to indemnify, defend and hold harmless the City and its officers and employees, in their official and individual capacities, from any and all claims, demands, obligations, liabilities, lawsuits, judgments, attorneys’ fees, costs, expenses and damages of any nature caused by or arising out of, or connected with the Event. In the event either party hereto is required to retain counsel to enforce a provision of this Agreement, or to recover damages resulting from a breach hereof, the prevailing party shall be entitled to recover from the other party all reasonable attorney’s fees incurred herein or on appeal, or in bankruptcy proceedings. The Applicant agrees to comply with all the laws and ordinances of the City of Hailey, Idaho applicable to the subject matter thereof, and to conduct the Event in accordance with the terms and provisions of the application for a Special Event Permit, as approved or as modified by the City, and all conditions of the Special Event Permit. The Applicant agrees that the Special Event Permit is nontransferable and shall be conducted only for the dates and locations as approved by the City.

IN WITNESS WHEREOF, Applicant and the City have executed this Agreement on this 23rd day of May, 2011.

APPLICANT:

By: ________________________________

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

CITY OF HAILEY:

By: ________________________________

Rick Davis, its Mayor

ATTEST:

Mary Cone, its City Clerk

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

15/03/SPECIAL EVENT PERMIT (03/02/05)
DECISION

Based on the Application for a Special Event Permit for the Chamber – Blaine County Scottish Cultural & Heritage Festival, the City of Hailey, pursuant to Chapter 12.14 of the Hailey Municipal Code, approves the Application and grants the Special Event Permit, subject to the following conditions:

**Standard Conditions**

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

**Other Condition**

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

DATED this 23rd day of May, 2011

CITY OF HAILEY

By: ____________________________
    Rick Davis, its Mayor

ATTEST:

______________________________
Mary Cone, its City Clerk

CITY OF HAILEY • 116 MAIN ST. S., SUITE H • HAILEY, IDAHO 83333 • 788-4221
AGENDA ITEM SUMMARY

DATE: 05/23/11 DEPARTMENT: Public Works DEPT. HEAD SIGNATURE: 

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

AUTHORITY: ☐ ID Code ___________ ☐ IAR ___________ ☐ City Ordinance/Code ___________
(IFAPPLICABLE)

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:

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

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IFAPPLICABLE)

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

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Special Event Heads approved with the following comments:

a. Organizer must set up barricades according to the attached map and maintain an emergency services twenty foot (20’) right of way.

b. Organizer must provide their own type 1 MUTC compliant barricades or may borrow from the Street Department, if available.

c. Organizer must notify Mountain Rides of your plan to close this portion of Croy Street E as this may disrupt their route schedule.

d. Organizer must provide written statement of notice to neighboring residents/businesses and certification of this to the Special Event Administrator a minimum of 14 days prior to the event.

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

FOLLOW-UP REMARKS:
SPECIAL EVENT PERMIT APPLICATION

I. EVENT NAME: NRFF Street Fair

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

☐ Public Property  ☐ Private Property

(Next to Blaine County Courthouse)

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

<table>
<thead>
<tr>
<th>Date(s) of Event</th>
<th>Hours</th>
<th>Estimated # of Attendees</th>
</tr>
</thead>
<tbody>
<tr>
<td>8/5/2011</td>
<td>Start Time: 10:00 End Time: 5:00</td>
<td>One Hour Interval: All Day:</td>
</tr>
<tr>
<td>Date of Set-Up</td>
<td>Start Time: 5:00 End Time: 8:00</td>
<td>One Hour Interval: All Day:</td>
</tr>
<tr>
<td>Date of Tear Down</td>
<td>Start Time: 5:00 End Time: 4:00</td>
<td></td>
</tr>
</tbody>
</table>

IV. FEES
Special Event Permit Application Fee $125 ☐ $125.00
Per Day Park Rental Fee $200 ☐ on file
Security Deposit $500 ☐
Tax (on park rental fees only) 6% ☐
TOTAL DUE Additional Deposit Required ☐ $125.00

V. ORGANIZATION INFORMATION

Applicant’s Name: Hailey Chamber  Title: 
Mailing Address: P.O. Box 100  Zip Code: 83333
Street Address: 706 S. Main  City: Hailey  State: ID
Day Telephone: 788-3484  Evening Telephone: 304-5149
FAX Number: 578-1595  E-Mail Address: anna@haileyidaho.com

7/15/2009
VI. EVENT INFORMATION

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

Event Category: ☑ Commercial ☐ Noncommercial

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

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

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

VII. INSURANCE REQUIREMENTS

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

Insurance Company: Philadelphia Agent Name: Bisnett / Marty Miller

Address: Phone: 720-8866

HOLD HARMLESS CLAUSE

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

(Attach any additional pages as needed)
SPECIAL EVENT ACTIVITIES & CITY SERVICES REQUESTED

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

<table>
<thead>
<tr>
<th>Yes</th>
<th>No</th>
<th>Check all Planned Activities</th>
<th>Yes</th>
<th>No</th>
<th>Check all Planned Activities</th>
</tr>
</thead>
<tbody>
<tr>
<td>√</td>
<td></td>
<td>Street Closures &amp; Access / Parade</td>
<td></td>
<td></td>
<td>Alcohol Served (Free of Charge) (name of provider)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Detailed map listing areas of closure, parade route is required. An ITD permit is required for Main Street.</td>
<td></td>
<td></td>
<td>Alcohol Sold Requires Alcohol Beverage Catering Permit (Hailey Code 5.13)</td>
</tr>
<tr>
<td>√</td>
<td></td>
<td>Street Closures &amp; Access /Parade require your Event Coordinator to notify all affected businesses, churches schools and neighborhoods</td>
<td></td>
<td></td>
<td>Food/Beverages will be served (List Caterers): Local Restaurants?</td>
</tr>
<tr>
<td>#</td>
<td></td>
<td>Canopies/Tents/Membranes/Temporary Structures (Number &amp; Size(s) 50-85 (10x10)) City of Hailey Fire Department, Fire Code Enforcement</td>
<td>#</td>
<td></td>
<td>Vendors items sold/ solicitation</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Medical Services (Circle) First Aid and/or EMS Services</td>
<td>#</td>
<td></td>
<td>Up to 70</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Who is providing services?</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Security (detail who, number of officers, times. Attach plan)</td>
<td>#</td>
<td></td>
<td>Booths: Profit / Non-Profit</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Traffic Control / Shuttle Buses (Number of buses / locations / hours of operation, attach plan.)</td>
<td></td>
<td></td>
<td>Up to 70</td>
</tr>
<tr>
<td>#</td>
<td></td>
<td>Electricity / Generators (Size Attach detailed electrical plan.)</td>
<td></td>
<td></td>
<td>Lighting plan: attach plan</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Activities/ Entertainment (Agenda) Kids Le Other equipment or entertainment</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Signs or Banners: sign permit may be required by the City Planning and Zoning Department</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Stages (Number and Size(s)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Water Drinking / Washing (circle)</td>
<td></td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>Gray Water Barrel / Grease Barrel (circle /detail # and locations)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Sanitation -Trash bins, Dumpsters, Recycle (circle /detail # and locations)</td>
<td>#</td>
<td></td>
<td>Barricades: How many</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Porta Toilets / Wash Stations (Quantity ADA Regular) # 2 Number of staff working event</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td># 1 (1 accessible)</td>
<td># 10 Number of volunteers working</td>
<td># 10 Number of volunteers working</td>
<td></td>
</tr>
</tbody>
</table>

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: 3/9/2011

7/15/2009
Northern Rockies Folk Festival Street Fair 8/6-8/7

- Kids corner (on parking lot)
  - Registration
- Court
- WR Fire
- Alley | Picabo Street
- Kids craft area / games
- Old courthouse
- Hope Garden

10x10 booths on both sides of street

20 Foot Emergency Right of Way

1st Ave. / New Building
Trina Isaacs

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

Subject: NRFF Street Fair

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

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

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

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

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

Thanks.

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

Based on the Application for a Special Event Permit for the Chamber – NRFF Street Fair, the City of Hailey, pursuant to Chapter 12.14 of the Hailey Municipal Code, approves the Application and grants the Special Event Permit, subject to the following conditions:

Standard Conditions

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

Other Condition

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

DATED this 23rd day of May, 2011

CITY OF HAILEY

By: ______________________________
    Rick Davis, its Mayor

ATTEST:

______________________________
Mary Cone, its City Clerk

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

15/03/SPECIAL EVENT PERMIT (08/02/05)
AGREEMENT

In consideration of the granting of a special event permit by the City of Hailey (‘’the City’’) for the Chamber - NRFF Street Fair that will occur on August 05 - 06, 2011 from 10:00 a.m. to 5:00 p.m., plus specified set up and teardown time, (‘’the Event’’), and pursuant to Section 12.14 of the Hailey Municipal Code, the undersigned, as the applicant (‘’Applicant’’) of a Special Event Permit from the City for the Event, does hereby agree to reimburse the City for any costs incurred by the City in repairing damage or providing any services or materials resulting from the Event. The Applicant agrees that such costs may be deducted from a non-refundable security deposit or additional deposit as established by the City, and that if costs exceed any deposit made by the applicant, further reimbursement will be made to the City upon demand. The Applicant hereby agrees to indemnify, defend and hold harmless the City and its officers and employees, in their official and individual capacities, from any and all claims, demands, obligations, liabilities, lawsuits, judgments, attorneys’ fees, costs, expenses and damages of any nature caused by or arising out of, or connected with the Event. In the event either party hereto is required to retain counsel to enforce a provision of this Agreement, or to recover damages resulting from a breach hereof, the prevailing party shall be entitled to recover from the other party all reasonable attorney’s fees incurred herein or on appeal, or in bankruptcy proceedings. The Applicant agrees to comply with all the laws and ordinances of the City of Hailey, Idaho applicable to the subject matter thereof, and to conduct the Event in accordance with the terms and provisions of the application for a Special Event Permit, as approved or as modified by the City, and all conditions of the Special Event Permit. The Applicant agrees that the Special Event Permit is nontransferable and shall be conducted only for the dates and locations as approved by the City.

IN WITNESS WHEREOF, Applicant and the City have executed this Agreement on this 23rd day of May, 2011.

APPLICANT:

By: ________________________________

______________________________

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

CITY OF HAILEY:

By: ________________________________

Rick Davis, its Mayor

ATTEST:

______________________________

Mary Cone, its City Clerk
AGENDA ITEM SUMMARY

DATE: 05/23/10   DEPARTMENT: Public Works   DEPT. HEAD SIGNATURE: [Signature]

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

AUTHORITY: ☐ ID Code ________ ☐ IAR ________ ☐ City Ordinance/Code ________
(IFAPPLICABLE)

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:
Budget Line Item #: ___________________ YTD Line Item Balance $_____________________
Estimated Hours Spent to Date: ___________________ Estimated Completion Date: ___________
Staff Contact: ___________________________ Phone #: ___________________________
Comments: _______________________________

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IFAPPLICABLE)

_____ City Attorney   _____ Clerk / Finance Director   _____ XXEngineer   _____ XX Building

_____ Library   _____ Planning   _____ XXFire Dept.

 _____ Safety Committee   _____ P & Z Commission   _____ XXPolice

 _____ Streets   _____ XXPublic Works, Parks   _____ Mayor

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:
Department Heads approved with the following contingencies:

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

FOLLOW-UP REMARKS:

-
SPECIAL EVENT PERMIT APPLICATION

I. EVENT NAME: Hailey’s Antique Market - Harbor Day

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

☐ Public Property  □ Private Property

Roberta McKeever Park / Hailey Army

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>
<thead>
<tr>
<th>Date(s) of Event</th>
<th>Hours</th>
<th>Estimated # of Attendees</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sept 2-4</td>
<td>Start Time: 9am, End Time: 6pm</td>
<td>One Hour Interval: 100 max, All Day: 500 or less</td>
</tr>
<tr>
<td>Sept 4</td>
<td>Start Time: 9am, End Time: 5pm</td>
<td>One Hour Interval: 100 max, All Day: 500 or less</td>
</tr>
<tr>
<td>Date of Set-Up</td>
<td>Start Time: 7am, End Time: 10am</td>
<td></td>
</tr>
<tr>
<td>Date of Tear Down</td>
<td>Start Time: 5pm, End Time: 12pm</td>
<td></td>
</tr>
</tbody>
</table>

IV. FEES

Special Event Permit Application Fee $125 ☑ $125 -
Per Day Park Rental Fee $200 ☑ $200 -
Security Deposit $500 ☑ $500 -
Tax (on park rental fees only) 6% ☑ $48 -
TOTAL DUE ☑ $973 - Additional Deposit Required

V. ORGANIZATION INFORMATION

Applicant’s Name: Y. Peece Masters  Title: Promoter, Founder
Mailing Address: P.O. Box 2727 Hailey, ID  Zip Code: 83333
Street Address: 113 Treasure Lane  City: Hailey  State: ID
Day Telephone: 208-726-1146  Evening Telephone: 726-3939 (touch of)
Fax Number: 726-1146 (touch of)  E-Mail Address:

7/15/2009
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.

<table>
<thead>
<tr>
<th>Yes</th>
<th>No</th>
<th>Check all Planned Activities</th>
<th>Yes</th>
<th>No</th>
<th>Check all Planned Activities</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Street Closures &amp; Access / Parade</td>
<td></td>
<td></td>
<td>Alcohol Served (Free of Charge) (name of provider)</td>
</tr>
</tbody>
</table>
|     | x  | Detailed map listing areas of closure, parade route is required. An ITD permit is required for Main Street. |     |    | Alcohol Sold
|     |    | Street Closures & Access / Parade require your Event Coordinator to notify all affected businesses, churches schools and neighborhoods |     |    | 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 | #   |    | Food/Beverages will be served (List Caterers): |
| x   |    | Medical Services (Circle) First Aid and/or EMS Services Who is providing services? cell phone | x   |    | Vendors items sold/ solicitation |
|     |    | Security (detail who, number of officers, times, Attach plan) at night when event is not open to the public |     |    | Antiques - vintage collectibles, art, jewelry |
|     |    | 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. |     | x  | Lighting plan: attach plan | |
| #   |    | Small amount for backup |
| x   |    | Water (Drinking) Washing (circle) |
| x   |    | Gray Water Barrel / Grease Barrel (circle / detail # and locations) |
|     | x  | Sanitation -Trash bins, Dumpsters, Recycle (circle / detail # and locations) |
| #   |    | Porta Toilets / Wash Stations (Quantity ADA Regular) 1 hand w/48 hand, 2 regular, 1 wash stand |
| #   |    | # 5 Number of staff working event |
|     |    | # Number of volunteers working N/A |

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: [Date]

7/15/2009
VI. EVENT INFORMATION

New Event: Yes ☐ No ☒ Annual Event: Yes ☒ No ☐ Years Operating: 18

Event Category: ☐ Commercial ☒ Noncommercial

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

Description of Event:

Semi-annual event for 18 years - Show's sale of antiques

Additional Details:

____________________________________________________________________________________

____________________________________________________________________________________

____________________________________________________________________________________

VII. INSURANCE REQUIREMENTS

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

Insurance Company: Farm Bureau Agent Name: Norm Funk

Address: 717 Main - Bellevue, ID Phone: 788-3529

HOLD HARMLESS CLAUSE

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

(Attach any additional pages as needed)
WESTERN COMMUNITY INSURANCE COMPANY
P.O. BOX 4848
POCATELLO IDAHO 83206 - 4848
ISSUES THIS CERTIFICATE AS A MATTER OF INFORMATION
ONLY AND CONFFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THE INSURANCE
AFFORDED IS SUBJECT TO ALL TERMS, EXCLUSIONS, AND CONDITIONS OF THE POLICIES.
THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE
POLICIES BELOW. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSURED NAME AND ADDRESS
CITY OF HAILEY
115 S MAIN ST STE H
HAILEY ID 83333
MARSTERS YVONNE ALEE
Po Box 2727
Hailey ID 83333

POLICY NUMBER 8BO71204 EFFECTIVE DATE 2/08/11 EXPIRATION DATE 2/08/12
12:01 AM STANDARD TIME AT THE INSURED'S ADDRESS AS STATED HEREIN.
AGENT 704 FUNK NORMAN - AA 208-788-3529

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*** DESCRIPTION OF ELEMENT 23 ADDITIONAL INSURED ***
05820 CITY OF HAILEY
CG 20.11(01/96) ALEE LEASES PRO

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

L. Le Veyra
AUTHORIZED REPRESENTATIVE

2/10/11
DATE ISSUED
DECISION

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

**Standard Conditions**

a. The Applicant shall comply with the terms, plans, covenants and provisions of the Application, as approved or as modified by the City of Hailey.

b. The Applicant shall comply with all applicable local, state and federal laws, regulations and ordinances before, during and after the Special Event(s).

c. The Applicant shall execute an agreement, relating to the reimbursement of expenses, indemnification and other provisions immediately upon the approval of the application for the Special Events Permit.

d. In the event the Applicant fails to comply with all the conditions set forth herein, the City may revoke the Special Events Permit, in whole or in part.

e. The Applicant shall maintain in full force and effect general liability coverage during the Special Event(s) in the amount of $1,000,000, with the City of Hailey as an additional named insured.

**Other Condition**

a. All vehicle access to the park will be restricted to the Northeast corner of the park (it is recommended that plywood or like material be placed on the ground where vehicles will be entering the park).

b. Applicant will be responsible for repair of any turf and/or sprinkler damage.

c. Any power requirements will need to be approved, maximum of 200 amps available.

d. Access to the RV dump is to remain open at all times.

e. Signs and Banners displayed for more than 72 hrs. require a permit from the Hailey Planning & Zoning Department.

f. This special event is within the RGB zoning district. No provisions exist within the zoning code to address special events within this zoning district; however the Special Event standards address and mitigate neighborhood impacts. This zoning district preserves open green space for public use.

DATED this 23rd day of May, 2011

CITY OF HAILEY

By: ________________________________
   Rick Davis, its Mayor

ATTEST:

______________________________
Mary Cone, its City Clerk

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

15/03/SPECIAL EVENT PERMIT (08/02/05)
AGREEMENT

In consideration of the granting of a special event permit by the City of Hailey ("the City") for the Hailey's Antique Market that will occur on September 2 - 4, 2011 from 9:00 a.m. to 6:00 p.m., plus specified set up and teardown time, ("the Event"), and pursuant to Section 12.14 of the Hailey Municipal Code, the undersigned, as the applicant ("Applicant") of a Special Event Permit from the City for the Event, does hereby agree to reimburse the City for any costs incurred by the City in repairing damage or providing any services or materials resulting from the Event. The Applicant agrees that such costs may be deducted from a non-refundable security deposit or additional deposit as established by the City, and that if costs exceed any deposit made by the applicant, further reimbursement will be made to the City upon demand. The Applicant hereby agrees to indemnify, defend and hold harmless the City and its officers and employees, in their official and individual capacities, from any and all claims, demands, obligations, liabilities, lawsuits, judgments, attorneys' fees, costs, expenses and damages of any nature caused by or arising out of, or connected with the Event. In the event either party hereto is required to retain counsel to enforce a provision of this Agreement, or to recover damages resulting from a breach hereof, the prevailing party shall be entitled to recover from the other party all reasonable attorney's fees incurred herein or on appeal, or in bankruptcy proceedings. The Applicant agrees to comply with all the laws and ordinances of the City of Hailey, Idaho applicable to the subject matter thereof, and to conduct the Event in accordance with the terms and provisions of the application for a Special Event Permit, as approved or as modified by the City, and all conditions of the Special Event Permit. The Applicant agrees that the Special Event Permit is nontransferable and shall be conducted only for the dates and locations as approved by the City.

IN WITNESS WHEREOF, Applicant and the City have executed this Agreement on this 23rd day of May, 2011.

APPLICANT:

By: ________________________________

[please sign and print name and title, if applicable]

CITY OF HAILEY:

By: ________________________________

Rick Davis, its Mayor

ATTEST:

______________________________
Mary Cone, its City Clerk

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

15/03/SPECIAL EVENT PERMIT (08/02/05)
AGENDA ITEM SUMMARY

DATE: 05/23/10   DEPARTMENT: Public Works   DEPT. HEAD SIGNATURE: 

SUBJECT:
Request approval for the Hailey's Antique Market 4th of July special event. Event is scheduled to take place July 2-4, 2011.

AUTHORITY: □ ID Code _______ □ IAR _______ □ City Ordinance/Code _______
(IFAPPLICABLE)

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:
Budget Line Item # ___________________________ YTD Line Item Balance $ ___________________________
Estimated Hours Spent to Date: ___________________________ Estimated Completion Date: ___________________________
Staff Contact: __________________________________ Phone #: ___________________________
Comments: __________________________________________

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IFAPPLICABLE)

___ City Attorney ___ Clerk / Finance Director ___XXEngineer ___XX Building
___ Library ___ Planning ___XXFire Dept.
___ Safety Committee ___ P & Z Commission ___XXPolice
___ Streets ___XXPublic Works, Parks ___ Mayor

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:
Department Heads approved with the following contingencies:

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

FOLLOW-UP REMARKS:

-
SPECIAL EVENT PERMIT APPLICATION

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

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

☐ Public Property  ☐ Private Property

Robbya McKechnes 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.

<table>
<thead>
<tr>
<th>Date(s) of Event</th>
<th>Hours</th>
<th>Estimated # of Attendees</th>
</tr>
</thead>
<tbody>
<tr>
<td>July 2-4</td>
<td>Start Time: 9 am</td>
<td>End Time: 6 pm</td>
</tr>
<tr>
<td></td>
<td>Start Time:</td>
<td>End Time:</td>
</tr>
<tr>
<td>Date of Set-Up</td>
<td>Start Time: 7 am</td>
<td>End Time: 10 pm</td>
</tr>
<tr>
<td>Date of Tear Down</td>
<td>Start Time: 6 am</td>
<td>End Time: 12 pm</td>
</tr>
</tbody>
</table>

IV. FEES
Special Event Permit Application Fee $125 ☑ $125-
Per Day Park Rental Fee $200 ☑ $200-
Security Deposit $500 ☑ on file
Tax (on park rental fees only) 6% ☑ 48-

TOTAL DUE
Additional Deposit Required ☐ 973-

V. ORGANIZATION INFORMATION
Applicant's Name: Y. Alea Maske Title: Sponsor/Founder
Mailing Address: PO Box 2727 Hailey ID Zip Code: 83333
Street Address: 113 Treasure Lane City: Hailey State: Idaho
Day Telephone: 208-720-1146 Evening Telephone: work 726-3939 (Touch of Class)
FAX Number: E-Mail Address: HaileyAntiquesCo@eim.com

7/15/2009
## 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.

<table>
<thead>
<tr>
<th>Yes/No</th>
<th>Check All Planned Activities</th>
<th>Yes/No</th>
<th>Check All Planned Activities</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Street Closures &amp; Access / Parade</td>
<td></td>
<td>Alcohol Served (Free of Charge) (name of provider)</td>
</tr>
<tr>
<td></td>
<td>Detailed map listing areas of closure, parade route is required. An ITD permit is required for Main Street.</td>
<td></td>
<td>Alcohol Sold Requires Alcohol Beverage Catering Permit (Hailey Code 5.13)</td>
</tr>
<tr>
<td></td>
<td>Street Closures &amp; Access / Parade require your Event Coordinator to notify all affected businesses, churches schools and neighborhoods</td>
<td></td>
<td>Food/Beverages will be served (List Caterers):</td>
</tr>
<tr>
<td></td>
<td>Canopies/Tents/Membranes/Temporary Structures (Number &amp; Size(s)) City of Hailey Fire Department, Fire Code Enforcement</td>
<td></td>
<td>Vendors items sold/ solicitation</td>
</tr>
<tr>
<td></td>
<td>Medical Services (Circle) First Aid and/or EMS Services</td>
<td></td>
<td>Antiques - vintage and collectibles, art, jewelry</td>
</tr>
<tr>
<td></td>
<td>Who is providing services? Self, cell phone, cell phone</td>
<td></td>
<td>Booths: Profit / Non-Profit</td>
</tr>
<tr>
<td></td>
<td>Security (detail who, number of officers, times. Attach plan) At night when the show is not open to the public</td>
<td></td>
<td>Park - Non profits are given a booth to use free of charge</td>
</tr>
<tr>
<td></td>
<td>Traffic Control / Shuttle Buses (Number of buses / locations / hours of operation, attach plan,)</td>
<td></td>
<td>Lighting plan: attach plan</td>
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<td></td>
<td>Electricity / Generators (Size) Attach detailed electrical plan.</td>
<td></td>
<td>Activities / Entertainment (Agenda) Other equipment or entertainment</td>
</tr>
<tr>
<td></td>
<td>Small amount for 3 or 3</td>
<td></td>
<td>Signs or Banners: sign permit may be required by the City Planning and Zoning Department</td>
</tr>
<tr>
<td></td>
<td>Water (Drinking / Washing) circle</td>
<td></td>
<td>Stages (Number and Size(s))</td>
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<td></td>
<td>3</td>
<td></td>
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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: [Date]

7/15/2009
VI. EVENT INFORMATION

New Event: Yes [x] No [x]  Annual Event: Yes [x] No [ ]  Years Operating: 18

Event Category:  
[ ] Commercial  [x] Noncommercial

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

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

Additional Details:

VII. INSURANCE REQUIREMENTS

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

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

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(Attach any additional pages as needed)
CERTIFICATE OF INSURANCE

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

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<tr>
<td>HAILEY ID 83333</td>
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<tr>
<td>MARSTERS YVONNE ALEE</td>
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<tr>
<td>Po Box 2727</td>
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<td>Hailey ID 83333</td>
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POLICY NUMBER 8B071204 EFFECTIVE DATE 2/08/11 EXPIRATION DATE 2/08/12 12:01 AM STANDARD TIME AT THE INSURED'S ADDRESS AS STATED HEREIN.

AGENT 704 FUNK NORMAN - AA 208-788-3529

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*** DESCRIPTION OF ELEMENT 23 ADDITIONAL INSURED ***

05820 CITY OF HAILEY
CG 20 11 (01/96) ALEE LEASES PRO

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

[Signature]
AUTHORIZED REPRESENTATIVE

2/10/11
DATE ISSUED
DECISION

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

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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.
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DATED this 23rd day of May, 2011

CITY OF HAILEY

By: ___________________________
    Rick Davis, its Mayor

ATTEST:

______________________________
Mary Cone, its City Clerk

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

In consideration of the granting of a special event permit by the City of Hailey (“the City”) for the Hailey’s Antique Market that will occur on July 2 - 4, 2011 from 9:00 a.m. to 6:00 p.m., plus specified set up and teardown time, (“the Event”), and pursuant to Section 12.14 of the Hailey Municipal Code, the undersigned, as the applicant (“Applicant”) of a Special Event Permit from the City for the Event, does hereby agree to reimburse the City for any costs incurred by the City in repairing damage or providing any services or materials resulting from the Event. The Applicant agrees that such costs may be deducted from a non-refundable security deposit or additional deposit as established by the City, and that if costs exceed any deposit made by the applicant, further reimbursement will be made to the City upon demand. The Applicant hereby agrees to indemnify, defend and hold harmless the City and its officers and employees, in their official and individual capacities, from any and all claims, demands, obligations, liabilities, lawsuits, judgments, attorneys’ fees, costs, expenses and damages of any nature caused by or arising out of, or connected with the Event. In the event either party hereto is required to retain counsel to enforce a provision of this Agreement, or to recover damages resulting from a breach hereof, the prevailing party shall be entitled to recover from the other party all reasonable attorney’s fees incurred herein or on appeal, or in bankruptcy proceedings. The Applicant agrees to comply with all the laws and ordinances of the City of Hailey, Idaho applicable to the subject matter thereof, and to conduct the Event in accordance with the terms and provisions of the application for a Special Event Permit, as approved or as modified by the City, and all conditions of the Special Event Permit. The Applicant agrees that the Special Event Permit is nontransferable and shall be conducted only for the dates and locations as approved by the City.

IN WITNESS WHEREOF, Applicant and the City have executed this Agreement on this 23rd day of May, 2011.

APPLICANT:

By: ____________________________

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

CITY OF HAILEY:

By: ____________________________

Rick Davis, its Mayor

ATTEST:

Mary Cone, its City Clerk

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