AGENDA ITEM SUMMARY

DATE: 07-16-12    DEPARTMENT: Public Works    DEPT. HEAD SIGNATURE: 

SUBJECT: Request approval for Boxing Smoker Special Event at Hailey Armory on July 27, 2012 the hours will be from 7:00pm – 9:00pm.

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

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS: Caselle #
Budget Line Item #
Estimated Hours Spent to Date:
Staff Contact:
Comments:

YTD Line Item Balance $
Estimated Completion Date:
Phone #

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IF APPLICABLE)

□ City Administrator □ Library □ Benefits Committee
□ City Attorney □ Mayor □ Streets
□ City Clerk □ Planning □ Treasurer
□ Building □ Police □
□ Engineer □ Public Works, Parks
□ Fire Dept. □ P & Z Commission □

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Motion to approve the Boxing Smoker Special Event 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  *Additional/Exceptional Originals to: Copies (all info.):
Copies (AIS only)
Instrument #
DECISION

Based on the Application for a Special Event Permit for the 2012 Boxing Mixer, 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 16th day of July, 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 Boxing Mixer that will occur on July 27, 2012 from 7:00 p.m. to 9:00 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 16th day of July, 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
**SPECIAL EVENT PERMIT APPLICATION**

**EVENT NAME:** Boxing Smoker

**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

The 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><strong>7/27/12</strong></td>
<td>Start Time: 7:00 pm  End Time: 10:00 pm</td>
<td>One Hour Interval: 150</td>
</tr>
<tr>
<td>Date of Set-Up</td>
<td>Start Time: 9:00 am  End Time: 12:00 pm</td>
<td>One Hour Interval: All Day:</td>
</tr>
<tr>
<td>Date of Tear Down</td>
<td>Start Time: 10:00 pm  End Time: 11:00 pm</td>
<td></td>
</tr>
</tbody>
</table>

**IV. FEES**

- Special Event Permit Application Fee: $125
- Per Day Park Rental Fee: $200
- Tax (on park rental fees only): 6%

**TOTAL DUE:** $125

**V. ORGANIZATION INFORMATION**

- **Sponsoring Organization:** USA Grappling Academy
- **Applicant's Name:** Lee Anderson  **Title:** Owner
- **Address:** PO Box 645  City: Pocatello  State: ID  Zip: 83201
- **Telephone Day:** (208) 720-3519  Evening: SAME  FAX: (208) 720-3519
- **Applicant Driver's License #:** MN 7506669H  **EMAIL:** Superstar@Anderson@ymail.com
- **Federal Tax #:** EIN# 82-0478625

**VI. EVENT INFORMATION**

- **New Event:** Yes  **Annual Event:** Yes  **Years Operating:** 1
- **Event Category:** [ ] Commercial  [ ] Noncommercial
- **Description of Event:** boxing event - fun, family event

**Additional Details:**

*Updated: 4/23/2012*
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: [Redacted]  
Agent Name: [Redacted]  
Phone: (208) 788-1100

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.

<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>
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<td></td>
<td></td>
<td></td>
<td>Alcohol Served (Free of Charge) (name of provider)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Street Closures &amp; Access / Parade (if yes)</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>Canopies/Tents/Membranes/Temporary Structures (Number &amp; 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.</td>
<td></td>
<td></td>
<td>Food/Beverages will be served (List Caterers):</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Security (detail who, number of officers, times. Attach plan)</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 *Determination of EMS services is dependent on event size and type. Who is providing this service: [Redacted]</td>
<td></td>
<td></td>
<td></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>Booths: Profit / Non-Profit</td>
</tr>
<tr>
<td>#</td>
<td></td>
<td>Electricity / Generators (Size) Attach detailed electrical plan.</td>
<td></td>
<td></td>
<td>Activities / Entertainment (Agenda) Other equipment or entertainment</td>
</tr>
<tr>
<td>#</td>
<td></td>
<td>Lighting plan: attach plan</td>
<td></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></td>
<td>Gray Water Barrel / Grease Barrel (circle / detail # and locations)</td>
<td></td>
<td></td>
<td>Stages (Number and Size(s))</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 identify locations and attach logistics map</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Porta Toilets / Wash Stations (Quantity ADA Regular)</td>
<td></td>
<td></td>
<td>EVENT estimated attendance: 100-150 Number of staff working event 15 Number of volunteers working event:</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Water Drinking / Washing (circle)</td>
<td></td>
<td></td>
<td>Amplified Sound Permit-the allowable sound decibel level - (90) dB maximum</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: [Redacted]  
Date: 7/7/12

Public Works/Administrative Assistant-Public Works/Special Events/Forms  
dated: 4/16/2012
AGENDA ITEM SUMMARY

DATE: 07-16-12   DEPARTMENT: __Public Works   DEPT. HEAD SIGNATURE: __

SUBJECT:
Request approval for Northern Rockies Arts & Crafts Fair, will be held on August 4, 2012 from 9:00 a.m. to 6:00 p.m. and August 5, 2012 from 9:00 a.m. to 5:00 p.m., at Village at Halley Center, 311 S. Main Street.

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)
□ City Administrator □ Library □ Benefits Committee
□ City Attorney □ Mayor □ Streets
□ City Clerk □ Planning □ Treasurer
□ Building □ Police □ □
□ Engineer □ Public Works, Parks □ □
□ Fire Dept. □ P & Z Commission □ □

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Motion to approve the Northern Rockies Arts & Crafts Fair 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 *Additional/Exceptional Originals to: __________
Copies (all info.): Copies (AIS only)
Instrument # __________
DECISION

Based on the Application for a Special Event Permit for the 2012 Northern Rockies Arts & Crafts 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.

Other Conditions

DATED this 16th day of July, 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 Northern Rockies Arts & Crafts Fair that will occur on August 4, 2012 from 9:00 a.m. to 6:00 p.m. and August 5, 2012 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 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.

CITY OF HAILEY ▪ 115 MAIN ST. S., SUITE H ▪ HAILEY, IDAHO 83333 ▪ 788-4221
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 16th day of July, 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
SPECIAL EVENT PERMIT APPLICATION

EVENT NAME: Northern Rockies Arts + Crafts Fair NRACF

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

Village at Hailey Center 311 S. Main Street Hailey

III. EVENT SCHEDULE

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

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<th>Hours</th>
<th>Estimated # of Attendees</th>
</tr>
</thead>
<tbody>
<tr>
<td>8/4</td>
<td>Start Time: 9AM End Time: 6PM</td>
<td>One Hour Interval: 50 All Day: 300</td>
</tr>
<tr>
<td>8/5</td>
<td>Start Time: 9AM End Time: 5PM</td>
<td>One Hour Interval: 25 All Day: 80</td>
</tr>
<tr>
<td>Date of Set-Up 8/3</td>
<td>Start Time: 4PM End Time: 7:00 PM</td>
<td></td>
</tr>
<tr>
<td>Date of Tear Down</td>
<td>Start Time:</td>
<td>End Time:</td>
</tr>
</tbody>
</table>

IV. FEES

Special Event Permit Application Fee $125  выбрал 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 #:

Per Day Park Rental Fee $200 选

Tax (on park rental fees only) 6% 选

Security Services Deposit 选

TOTAL DUE $125.00

V. ORGANIZATION INFORMATION

Sponsoring Organization: Hailey Chamber of Commerce

Applicant's Name: Virginia Lowe - Title: Visitor Center Mgr

Address: 706 S. Main Street City: Hailey State: ID Zip: 83723

Telephone Day: 208-788-3484 Evening: 720-7035 FAX: 578-1595

Applicant Driver's License #: FA 100202 K EMAIL: geegee@hailey.idaho.com

Federal Tax #: 82-642093 State Tax #: 选

VI. EVENT INFORMATION

New Event: Yes No 选 Annual Event: Yes No 选 Years Operating 2

Event Category: ☐ Commercial ☑ Noncommercial

Estimate of Gross Ticket Sales & Revenues (commercial event only):  7,000 - 12,000

Description of Event: Arts & Crafts Vendors on grounds in downtown Hailey to complement The Northern Rockies Music Festival. Children's activities provided by non-profits.

Additional Details:

Updated: 4/23/2012 (Attach any additional pages as needed)
VII. INSURANCE REQUIREMENTS
It is the responsibility of your Special Event organizers to maintain a COMPREHENSIVE GENERAL LIABILITY insurance policy with coverage of not less than $1,000,000.00 combined single limit per occurrence. Each policy shall be written as a primary policy, not contributing with or in excess of any coverage which the City may carry. A certificate naming the City of Hailey, Blaine County, Idaho as additional insured shall be delivered to the City of Hailey with this application. The adequacy of all insurance required by these provisions shall be subject to approval by the City Clerk. Failure to maintain any insurance coverage required by this agreement shall be cause for immediate termination of the application.

Insurance Company: Philadelphia Ins  Agent Name: Betty Urbany  Phone: 710-686

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 thereof 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
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<td>✔</td>
<td>Porta Toilets / Wash Stations (Quantity ADA Regular Handwash station)</td>
</tr>
<tr>
<td>✔</td>
<td>✔</td>
<td>Water Drinks / Washing (circle)</td>
</tr>
<tr>
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<td>✔</td>
<td>Alcohol Served (Free of Charge) (name of provider)</td>
</tr>
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<td>✔</td>
<td>Food/Beverages will be served (List Caterers):</td>
</tr>
</tbody>
</table>
| ✔  | ✔  | Vendors items sold / solicitation

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 Lowe  Date: 6.30.2012

Public Works/Administrative Assistant-Public Works/Special Events/ Forms

Updated: 4/16/2012
Northern Rockies Arts and Crafts Fair

The Hailey Chamber of Commerce is pleased to announce the Main street venue for our Arts & Crafts Fair event this August 4th & 5th, 2012. This event is held in conjunction with the Annual Northern Rockies Folk Festival on August 3rd & 4th as well as the Kiwanis Classic Car Show, and Blaine County Fair Horse Show all in downtown.

We will feature a Children’s Corner with children’s activities, games, and crafts, an extra attraction of the fair, as well as information booths for non-profits and chamber member businesses.

We hope for a good turnout, and a pleasant fair.
CERTIFICATE OF LIABILITY INSURANCE

This certificate is issued as a matter of information only and confers no rights upon the certificate holder. This certificate does not affirmatively or negatively amend, extend or alter the coverage afforded by the policies below. This certificate of insurance does not constitute a contract between the issuing insurer(s), authorized representative or producer, and the certificate holder.

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

**PRODUCER**
Ketchum Branch
Bianett Insurance Inc.
PO Box 8587
Ketchum, ID 83340
Betty Urbany

**INSURED**
Hailey Chamber of Commerce
PO Box 100
Hailey, ID 83333

**CERTIFICATE NUMBER:**

**REVISION NUMBER:**

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

<table>
<thead>
<tr>
<th>INsr LTR</th>
<th>TYPE OF INSURANCE</th>
<th>ADDL SUBRO</th>
<th>POLICY NUMBER</th>
<th>POLICY EFF</th>
<th>POLICY EXP</th>
<th>LIMITS</th>
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</thead>
<tbody>
<tr>
<td>A</td>
<td>COMMERCIAL GENERAL LIABILITY CLAIMS-MADE OCCUR</td>
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<td></td>
<td></td>
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<td></td>
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<tr>
<td></td>
<td>EACH OCCURRENCE  $1,000,000</td>
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<tr>
<td></td>
<td>DAMAGE TO TOWED PREMISES (EA occurrence) $50,000</td>
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</tr>
<tr>
<td></td>
<td>MED EXP (Any one person) $5,000</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>PERSONAL &amp; ADV INJURY $1,000,000</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>GENERAL AGGREGATE $2,000,000</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>PRODUCTS - COM/PDP AGG $1,000,000</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

| A        | AUTOMOBILE LIABILITY |
|          | EACH OCCURRENCE |
|          | AGGREGATE |

| A        | WORKERS' COMPENSATION |
|          | WC STATutory LIMITS |
|          | OTHER |
|          | E.L. EACH ACCIDENT |
|          | E.L. DISEASE - EA EMPLOYEE |
|          | E.L. DISEASE - POLICY LIMIT |

**COVERAGE**

**GENERAL LIABILITY**

**EXCLUSIONS AND CONDITIONS**

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

Coverage under this policy provides for the additional insured for all causes of action arising out of the event scheduled for July 4, 2012, this policy is intended to be primary to, and not contributory with, any other insurance maintained by or on behalf of State of Idaho or Idaho Dept. of Transportation.

**CERTIFICATE HOLDER**

Idaho Transportation Dept
State of Idaho
PO Box 7129
Boise, ID 83707-7129

**CANCELLATION**

IDAHOTR

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

AUTHORIZED REPRESENTATIVE
Betty Urbany

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AGENDA ITEM SUMMARY

DATE: 07-16-12   DEPARTMENT: Public Works   DEPT. HEAD SIGNATURE: 

SUBJECT:
Request approval for Kiwanis Car Show, will be held at Roberta Mc Kercher Park, Saturday, August 4, 2012 from 8:00 a.m. and 5:00 p.m..

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

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: (IFAPPLICABLE)

☐ City Administrator  ☐ Library  ☐ Benefits Committee
☐ City Attorney  ☐ Mayor  ☐ Streets
☐ City Clerk  ☐ Planning  ☐ Treasurer
☐ Building  ☒ Police  ☐ Public Works, Parks
☒ Engineer  ☐ P & Z Commission  ☐ _____________
☐ Fire Dept.  ☐ _____________

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Motion to approve the Kiwanis Car Show 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 *Additional/Exceptional Originals to: ____________________
Copies (all info.): Copies (AIS only)
Instrument # ____________________
DECISION

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

Standard Conditions

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

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

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

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

Other Conditions

DATED this 16th day of July, 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 Kiwanis Car Show that will occur on August 4, 2012 from 8:00 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 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. The Applicant hereby agrees to

CITY OF HAILEY ■ 115 MAIN ST. S., SUITE H ■ HAILEY, IDAHO 83333 ■ 788-4221
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 16th day of July, 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
SPECIAL EVENT PERMIT APPLICATION

I. EVENT NAME: Kiwanis Car Show

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

[ ] Public Property  [ ] Private Property

ROBERTA MCKEECHER PARK

III. EVENT SCHEDULE

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

<table>
<thead>
<tr>
<th>Date(s) of Event</th>
<th>Hours</th>
<th>Estimated # of Attendees</th>
</tr>
</thead>
<tbody>
<tr>
<td>AUG 14, 2012</td>
<td>Start Time: 8:00 AM, End Time: 5:00 PM</td>
<td>One Hour Interval: 400</td>
</tr>
<tr>
<td></td>
<td>Start Time: 8:00 AM, End Time: 5:00 PM</td>
<td>One Hour Interval: 2000</td>
</tr>
<tr>
<td>Date of Set-Up</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Date of Tear Down</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

IV. FEES

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

TOTAL DUE
Additional Deposit Required

V. ORGANIZATION INFORMATION

Applicant's Name: Kiwanis Club
Title: Lowell Thomas
Mailing Address: P.O. Box 961, Hailey, ID 83333
Zip Code: 83333
Street Address: City: State:
Day Telephone: 720-7091 Evening Telephone: SAME
FAX Number: E-Mail Address:

7/15/2009
VI. EVENT INFORMATION

New Event: Yes ☒ No ☒ Annual Event: Yes ☒ No ☒ Years Operating: 56

Event Category: ☐ Commercial ☒ Noncommercial

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

Description of Event:

1 DAY CAR SHOW. PROFIT DONATED TO CHILDREN IN NEED THRU THE KIWANIS CLUB.

Additional Details:

SUCCESSFUL EVENT HELD THE PAST 5 YEARS

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: SAFE CO/AMERICAN STATEs
Agent Name: MARTY MILLER - DISNETT INSURANCE
Address: P.O. BOX 5547, KETCHUM ID
Phone: (208) 726-8866

HOLD HARMLESS CLAUSE

Permittee (organization/applicant) shall indemnify and hold harmless the City of Hailey, its agents, its employees and authorized volunteers from and against all claims, damages, losses and expenses, including attorney’s fees, arising out of the permitted activity or the conduct of Permittee’s operation of the event if such claim (1) is attributable to personal injury, bodily injury, disease or death, or to injury to or destruction of property, including the loss of use therefrom, 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>WICKED SAND</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>Alcohol Sold</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Requires Alcohol Beverage Catering Permit (Hailey Code 5.13)</td>
</tr>
<tr>
<td>#</td>
<td></td>
<td>Cities/Structures</td>
<td>#</td>
<td></td>
<td>Food/Beverages will be served (List Caterers):</td>
</tr>
<tr>
<td>6</td>
<td></td>
<td>Canopies/Tents/Membranes/Temporary Structures (Number &amp; Size(s)) City of Hailey Fire Department, Fire Code Enforcement</td>
<td>#</td>
<td></td>
<td>FULL MOON - BELIEF</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Medical Services (Circle) First Aid and/or EMS Services Who is providing services?</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>#</td>
<td></td>
<td>Vendors items sold/ solicitation</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>Lighting plan: attach plan</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>DAYTIME</td>
</tr>
<tr>
<td>#</td>
<td></td>
<td>Electricity / Generators (Size 20 AMP 50C 4 AT PARK)</td>
<td>#</td>
<td></td>
<td>Activities / Entertainment (Agenda)</td>
</tr>
<tr>
<td>2</td>
<td></td>
<td>Attach detailed electrical plan.</td>
<td></td>
<td></td>
<td>Other equipment or entertainment BAND 11:30-2:30 IN 11:00 - 1:30</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></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></td>
<td>Water Drinking / Washing (circle)</td>
<td>#</td>
<td></td>
<td>Stages (Number and Size(s))</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>SELF CONTAINED SINK</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Gray Water Barrel / Grease Barrel (circle /detail # and locations)</td>
<td>#</td>
<td></td>
<td>Barricades. How many 6 TO G - PRIVATE STREET IN FRONT OF ARMORY</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>#</td>
<td></td>
<td>identify locations and attach logistics map</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Trash Cans</td>
<td>#</td>
<td></td>
<td>EVENT estimated attendance</td>
</tr>
<tr>
<td>#</td>
<td></td>
<td>Sanitation -Trash bins, Dumpsters, Recycle (circle /detail # and locations)</td>
<td>#</td>
<td></td>
<td>THRU DAY</td>
</tr>
<tr>
<td>2</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Number of staff working event</td>
</tr>
<tr>
<td>2</td>
<td></td>
<td>Porta Toilets / Wash Stations (Quantity ADA Regular)</td>
<td></td>
<td></td>
<td>Number of volunteers working</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: [Signature] Date: 2/14/12

7/15/2009 - 54 -
ACORD CERTIFICATE OF LIABILITY INSURANCE

PRODUCER
Ketchum Branch
Biennett Insurance Inc.
PO Box 5567
Ketchum ID 83340
Phone: 208-726-8866 Fax: 208-726-8491

INSURED
Kiwianis Club of Hailey And
The Wood River Valley
PO Box 100
Hailey ID 83333

INSCRIBERS AFFORDING COVERAGE
INSURER A: First National Insurance Co
INSURER C:
INSURER D:
INSURER E:

COVERAGES
THE POLICIES OF INSURANCE LISTED BELOW have been issued to the insured named above for the policy period indicated. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

<table>
<thead>
<tr>
<th>COMPUTERIZED LETTER</th>
<th>TYPE OF INSURANCE</th>
<th>POLICY NUMBER</th>
<th>POLICY EFFECTIVE DATE (MM/DD/YY)</th>
<th>POLICY EXPIRATION DATE (MM/DD/YY)</th>
<th>LIMITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>COMMERCIAL GENERAL LIABILITY</td>
<td>X COMMERCIAL GENERAL LIABILITY CLAIMS MADE X OCCUR</td>
<td>01CI0862591</td>
<td>10/01/11</td>
<td>10/01/12</td>
</tr>
<tr>
<td></td>
<td>AUTOMOBILE LIABILITY</td>
<td>ANY AUTO</td>
<td>COMBINED SINGLE LIMIT (EA Accident)</td>
<td>$1000000</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>ALL OWNED AUTOS</td>
<td>BODILY INJURY (Per person)</td>
<td>$500000</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>SCHEDULED AUTOS</td>
<td>BODILY INJURY (Per accident)</td>
<td>$100000</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>HIRED AUTOS</td>
<td>PROPERTY DAMAGE (Per accident)</td>
<td>$500000</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>NON-OWNED AUTOS</td>
<td>AUTO ONLY - EA ACCIDENT</td>
<td>$100000</td>
<td></td>
</tr>
<tr>
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<td></td>
<td></td>
<td>OTHER THAN AUTO ONLY</td>
<td>AAG</td>
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<td>EXCESSUMBERER LIABILITY OCCUR CLAIMS MADE</td>
<td>$</td>
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<td>DEDUCTIBLE</td>
<td>$</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td></td>
<td>RETENTION</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>WORKERS' COMPENSATION AND EMPLOYERS' LIABILITY</td>
<td>ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED?</td>
<td>YES</td>
<td>WA STATUTORY LIMITS</td>
<td>OTHER</td>
<td>E.L. EACH ACCIDENT $</td>
</tr>
<tr>
<td></td>
<td>IF YES, DESCRIBE UNDER SPECIAL PROVISIONS BELOW</td>
<td></td>
<td>E.L. DISEASE - EA EMPLOYEE</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>E.L. DISEASE - POLICY LIMIT</td>
<td>$</td>
<td></td>
</tr>
</tbody>
</table>

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

Certificate Holder is included as Additional Insured.

CERTIFICATE HOLDER
City of Hailey
Trina Isaacs
115 Main Street South
Hailey ID 83333

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

AUTHORIZED REPRESENTATIVE
Marty Miller

AGORD 25 (2001/08) © ACORD CORPORATION 1986
IMPORTANT

If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

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

DISCLAIMER

The Certificate of Insurance on the reverse side of this form does not constitute a contract between the issuing insurer(s), authorized representative or producer, and the certificate holder, nor does it affirmatively or negatively amend, extend or alter the coverage afforded by the policies listed thereon.
STREET CLOSURE FOR SPECIAL EVENT

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

EVENT NAME: **Kiwanis Care Show**
The above listed event received a street closure permit for a community event.

STREET CLOSURE DATES: **August 4, 2012**

STREET CLOSURE TIMES: **8:00 AM To 5:00 PM**

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

<table>
<thead>
<tr>
<th>Signature of Sponsor or Authorized Representative</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lowell Thomas</td>
<td>7-10-12</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Name/Business</th>
<th>Address</th>
<th>Phone</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Army National Guard</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>City of Hailey</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

-57-
STREET CLOSURE FOR SPECIAL EVENT

EVENT NAME: Kiwanis CAR SHOW

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

STREET CLOSURE DATES: 8-4-12

☐ Route/street closure is map is attached.

<table>
<thead>
<tr>
<th>Names of streets to be closed (attach further closures on a separate sheet if needed)</th>
<th>Cedar ST</th>
<th>Between (street) 3rd Avenue</th>
<th>And (street) 4th Avenue</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Between (street)</td>
<td>And (street)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Between (street)</td>
<td>And (street)</td>
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<td></td>
<td>Between (street)</td>
<td>And (street)</td>
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<td>Between (street)</td>
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<td>Between (street)</td>
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<td></td>
<td>Between (street)</td>
<td>And (street)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Between (street)</td>
<td>And (street)</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Time of Street Closure</th>
<th>Start: 8:00 AM</th>
<th>End: 5:00 PM</th>
</tr>
</thead>
</table>

Participant type and number of entries of each type (check all that apply):

☑ Participants/Spectators ☐ Animals ☑ Vehicles ☐ Floats ☐ Busses ☐ Bikes

Lowell Thomas
(208) 720-7091
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 event's 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: LOWELL THOMAS Phone: 7-10-12
Address of Applicant: 811 ASPEN VALLEY DR, HALEY
Type of Event: CAR SHOW
Location of Event: ROBERTA MCKERSH PARK
Date of Event: 8-4-12 Number of People Expected: 2,000
Time of Amplification: From 9:30 AM to 4:00 PM

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

Signature of Applicant: LOWELL THOMAS Date: 7-10-12

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

Chief of Police, or designee: ___________________________ Date: ___________________________

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

DATE: 07-16-12 DEPARTMENT: Public Works DEPT. HEAD SIGNATURE: \\

SUBJECT:
Request approval for Road Runner 5k-Senior Connection Special Event at Hailey Armory on September 15, 2012 the hours will be from 8:00am – 3:00pm.

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

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

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

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IFAPPLICABLE)
☐ City Administrator ☐ Library ☐ Benefits Committee
☐ City Attorney ☐ Mayor ☐ Streets
☐ City Clerk ☐ Planning ☐ Treasurer
☐ Building ☐ Police ☐ ☐
☐ Engineer ☐ Public Works, Parks ☐ ☐
☒ Fire Dept. ☐ P & Z Commission ☐ ☐

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Motion to approve the Road Runner 5k Special Event 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

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 Road Runner 5k, 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 16th day of July, 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 Boxing Mixer that will occur on September 15, 2012 from 8:00 a.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 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

CITY OF HAILEY  ■  115 MAIN ST. S., SUITE H  ■  HAILEY, IDAHO 83333  ■  788-4221
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 16th day of July, 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
EVENT NAME: Road Runner 5K

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

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>
</table>
| 9 - 15 - 12      | Start Time: 8 am  
End Time: 3 pm | One Hour Interval:  
All Day: |
| Date of Set-Up   | Start Time:  
End Time: | One Hour Interval:  
All Day: |
| Date of Tear Down| Start Time:  
End Time: | |

IV. FEES
Special Event Permit Application Fee $125 ☑ $125.00

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

☐ Non-profit event that is held annually within the City of Hailey for at least ten consecutive years and consistently draw large numbers of participants and spectators.

Tax Exempt #: ☐

Per Day Park Rental Fee $200 ☐ $200.00

Tax (on park rental fees only) 6% ☐

Security Services Deposit ☐

TOTAL DUE $337.00

V. ORGANIZATION INFORMATION
Sponsoring Organization: Senior Connection
Applicant's Name: Kim Coonis
Title: Executive Director
Address: PO Box 28
City: Hailey
State: ID
Zip: 83333
Telephone Day: 208-788-3468
Evening: FAX: ☐

Applicant Driver's License #: EXPRESS EMAIL: kcoonis@idwestoffice.net
Federal Tax #: 82-0315917
State Tax #: 0012064409

VI. EVENT INFORMATION
New Event: Yes ☑ No ☐ Annual Event: Yes ☑ No ☐ Years Operating

Event Category: ☑ Commercial ☐ Noncommercial

Estimate of Gross Ticket Sales & Revenues (commercial event only): 10,000

Description of Event: 5K Fun Run

Additional Details:
Updated: 4/23/2012

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

Insurance Company: Sweet & Crawford Agent Name: Hub International Phone: 788-7488

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.

<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 (if yes)</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>Street Closure for Special Event Application and detailed map listing areas of closure, parade route is required. An ITD permit is required for Main Street.</td>
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<tr>
<td>#</td>
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<td>Your Event Coordinator is required to have the Notification Certification completed by all affected businesses, churches, schools and neighborhoods.</td>
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<tr>
<td>#</td>
<td></td>
<td>Canopies/Tents/Membranes/Temporary Structures (Number &amp; Size(s))</td>
<td></td>
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<td></td>
<td>City of Hailey Fire Department, Fire Code Enforcement may require a permit for tents, canopies, membrane, or temporary structures over 200 sq. ft.</td>
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<tr>
<td>#</td>
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<td>Security (detail who, number of officers, times. Attach plan)</td>
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<tr>
<td>#</td>
<td></td>
<td>Medical Services (Circle) First Aid and/or EMS Services</td>
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<td>*Determination of EMS services is dependent on event size and type. Who is providing this service: ____________________________</td>
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<td>#</td>
<td></td>
<td>Traffic Control / Shuttle Buses (Number of buses / locations / hours of operation, attach plan.)</td>
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<tr>
<td>#</td>
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<td>Electricity / Generators (Size)</td>
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<td>Attach detailed electrical plan.</td>
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<td>Lighting plan: attach plan</td>
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<td></td>
<td>Gray Water Barrel / Grease Barrel (circle / detail # and locations)</td>
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<tr>
<td>#</td>
<td></td>
<td>Sanitation - Trash bins, Dumpsters, Recycle (circle / detail # and locations)</td>
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<td>#</td>
<td></td>
<td>Porta Toilets / Wash Stations (Quantity ADA Regular)</td>
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<td>Water Drinking / Washing (circle)</td>
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<td>Alcohol Served (Free of Charge) (name of provider)</td>
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<td>Alcohol Sold Requires Alcohol Beverage Catering Permit (Hailey Code 5.13)</td>
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<td>Food/ Beverages will be served (List Caterers):</td>
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<td>Vendors items sold/ solicitation</td>
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<td>Booths: Profit / Non-Profit</td>
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<td>Activities / Entertainment (Agenda)</td>
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<td></td>
<td>Other equipment or entertainment</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>Stages (Number and Size(s)):</td>
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<td>Barricades. How many identify locations and attach logistics map</td>
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<td>EVENT estimated attendance: Number of staff working event: Number of volunteers working event:</td>
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<td>Amplified Sound Permit: the allowable sound decibel level — (90) dB maximum</td>
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</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: 01/12/12

Public Works/Administrative Assistant--Public Works Special Events Forms - 65 - Mailed: 4/16/2012
STREET CLOSURE FOR SPECIAL EVENT

EVENT NAME: Road Runner 5K Fun Run
The above listed event received a street closure permit for a community event.

STREET CLOSURE DATES: Sept 15th

☑ Route/street closure is map is attached.

<table>
<thead>
<tr>
<th>First Five S.</th>
<th>Between (street)</th>
<th>And (street)</th>
<th>Front of 704 3rd Ave S</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cedar</td>
<td>Between (street)</td>
<td>And (street)</td>
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<td></td>
<td>Between (street)</td>
<td>And (street)</td>
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<tr>
<td></td>
<td>Between (street)</td>
<td>And (street)</td>
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</tr>
</tbody>
</table>

Names of streets to be closed (attach further closures on a separate sheet if needed)

<table>
<thead>
<tr>
<th>Time of Street Closure</th>
<th>Start: 9:00</th>
<th>End: 2:00</th>
</tr>
</thead>
</table>

Participant type and number of entries of each type (check all that apply):
☑ Participants/Spectators  □ Animals  □ Vehicles  □ Floats  □ Buses  □ Bikes
STREET CLOSURE FOR SPECIAL EVENT

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

EVENT NAME: Roadrunner SR Fun Run
The above listed event received a street closure permit for a community event.

STREET CLOSURE DATES: Sept 15, 2012
STREET CLOSURE TIMES: 9am - 2pm

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

<table>
<thead>
<tr>
<th>Name/Business</th>
<th>Address</th>
<th>Phone</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Senior Connection</td>
<td>725 S. 3rd Ave. S</td>
<td>208-788-3418</td>
<td><a href="mailto:kcoons@questoffice.net">kcoons@questoffice.net</a></td>
</tr>
<tr>
<td>The Assembly</td>
<td>Cedar St</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Signature of Sponsor or Authorized Representative: [Signature]
Date: 6/13/12
We would close Cedar St. in front of the Armory.