AGENDA ITEM SUMMARY

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

SUBJECT:
Request approval for Chamber of Commerce 4th of July Parade and Criterium Bike Race, will be held on Main Street on Wednesday, July 4, 2012 from 10:00 a.m. and 4:00 p.m.

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

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:  Case #
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:

- Amplified Sound Permit

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

ADMINISTRATIVE COMMENTS/APPROVAL:

City Administrator  Dept. Head Attend Meeting (circle one) Yes  No

ACTION OF THE CITY COUNCIL:

Date

City Clerk

FOLLOW-UP:
*Ord./Res./Agmt./Order Originals: Record  *Additional/Exceptional Originals to:
Copies (all info.):  Copies (AIS only)
Instrument #
DECISION

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

Standard Conditions

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

Other Conditions

• Amplified Sound Permit must be submitted.

DATED this 18th day of June, 2012.

CITY OF HAILEY

By: ____________________________________________
Fritz Haemmerle, its Mayor

ATTEST:

___________________________________________
Mary Cone, City Clerk

AGREEMENT

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

CITY OF HAILEY • 115 MAIN ST. S., SUITE H • HAILEY, IDAHO 83333 • 788-4221
that if costs exceed any deposit made by the applicant, further reimbursement will be made to the City upon demand. The Applicant hereby agrees to indemnify, defend and hold harmless the City and its officers and employees, in their official and individual capacities, from any and all claims, demands, obligations, liabilities, lawsuits, judgments, attorneys' fees, costs, expenses and damages of any nature caused by or arising out of, or connected with the Event. In the event either party hereto is required to retain counsel to enforce a provision of this Agreement, or to recover damages resulting from a breach hereof, the prevailing party shall be entitled to recover from the other party all reasonable attorney's fees incurred herein or on appeal, or in bankruptcy proceedings. The Applicant agrees to comply with all the laws and ordinances of the City of Hailey, Idaho applicable to the subject matter thereof, and to conduct the Event in accordance with the terms and provisions of the application for a Special Event Permit, as approved or as modified by the City, and all conditions of the Special Event Permit. The Applicant agrees that the Special Event Permit is nontransferable and shall be conducted only for the dates and locations as approved by the City.

IN WITNESS WHEREOF, Applicant and the City have executed this Agreement on this 18th day of June, 2012.

APPLICANT:

By: ____________________________________________

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

CITY OF HAILEY:

By: ____________________________________________

Fritz Haemmerle, its Mayor

ATTEST:

Mary Cone, its City Clerk
SPECIAL EVENT PERMIT APPLICATION

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

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

Public Property □ Private Property

Primarily Main Street (See map of race route)

III. EVENT SCHEDULE

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

<table>
<thead>
<tr>
<th>Date(s) of Event</th>
<th>Hours</th>
<th>Estimated # of Attendees</th>
</tr>
</thead>
<tbody>
<tr>
<td>7/4/2012</td>
<td>Parade Start Time: 10 AM End Time: 1:30 PM</td>
<td>One Hour Interval: All Day:</td>
</tr>
<tr>
<td>7/4/2012</td>
<td>Bike Race Start Time: 1:30 PM End Time: 4:00 PM</td>
<td>One Hour Interval: All Day:</td>
</tr>
</tbody>
</table>

Date of Set-Up: 7/4/2012
Date of Tear Down: 7/14/2012

IV. FEES

- Special Event Permit Application Fee $125  □  125.00
- Per Day Park Rental Fee $200 □
- Security Deposit $500 □
- Tax (on park rental fees only) 6% □

TOTAL DUE: 125.00

V. ORGANIZATION INFORMATION

Applicant’s Name: Hailey Chamber       Title:

Mailing Address: Box 100 Hailey, Idaho Zip Code: 83333
Street Address: 700 S. Main Street City:          State:
Day Telephone: 208-786-3484 Evening Telephone:
FAX Number: 208 578-1595 E-Mail Address: geegee@haileyidaho.com

7/15/2009
VI. EVENT INFORMATION

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

Event Category: □ Commercial ☑ Noncommercial

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

Description of Event:

4th of July parade, food/vendor booths along parade route, BC&CD 4th of July criterium bike race.

Additional Details:


VII. INSURANCE REQUIREMENTS

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

Insurance Company: Philadelphia       Agent Name: Bisney/Betty Urbany
Address: (Copy on file) One Bala Plaza, Bala Cynwyd, PA 19004
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 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>Licensed vendors</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</td>
<td>#</td>
<td></td>
<td>Food/Beverages will be served (List Caterers):</td>
</tr>
<tr>
<td></td>
<td>✓</td>
<td>Medical Services (Circle) First Aid and/or EMS Services</td>
<td></td>
<td>✓</td>
<td>Licensed vendors</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Who is providing services?_________</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>street vendors</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>Lighting plan: attach plan</td>
</tr>
<tr>
<td>✓</td>
<td></td>
<td>Water Drinking / Washing (circle)</td>
<td>✓</td>
<td></td>
<td>Activities / Entertainment (Agenda) Announcers</td>
</tr>
<tr>
<td></td>
<td>✓</td>
<td>Gray Water Barrel / Grease Barrel (circle /detail # and locations)</td>
<td></td>
<td>✓</td>
<td>Other equipment or entertainment Band</td>
</tr>
<tr>
<td>✓</td>
<td></td>
<td>Sanitation Trash bins/Dumpsters/Recycle (circle /detail # and locations)</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>Porta Toilets / Wash Stations (Quantity ADA Regular 10 - 15)</td>
<td>✓</td>
<td></td>
<td>Stages (Number and Size(s) Announcer Stands)</td>
</tr>
<tr>
<td></td>
<td>#</td>
<td>Number of staff working event</td>
<td></td>
<td>#</td>
<td>Barricades. How many identify locations and attach logistics map</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Number of volunteers working</td>
<td></td>
<td></td>
<td>EVENT estimated attendance 4500 - 5000</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: Virginia Anne Lowe Date: 5.24.2012

7/15/2009
4th of July 2012 Celebration in Hailey

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

1. The Children’s Carnival will be on the Farmers Market lot (next to Bank of America) between 9:00-12:00. Contact: Spririt and Motion Athletic School, Amanda Norton 208-720-4306, 208-968-4483

2. Please close down West Carbonate between Main and River Street for the announcing stand at 8:00 a.m. Parade will start at 12:00 noon and will end at approximately 1:30. Please close down Main Street at 11:00 a.m. Contact: Heather LaMonica Deckard 720-4535.

3. We will have 3 Announcing stands this year. Locations to be confirmed.

4. 4th of July Criterium Bike race will take place right after the parade. (1:30-4:00) Clean up will be until 4:30. See attached map of the route. BCRD contact is Janelle Connors: 578-2273 720-7427.

5. There will be food and craft/artist vendors along Main Street. Their location to be determined at a later date and will not interfere with traffic.
Hailey Chamber of Commerce
4th of July Parade Route

Blue numbers are the approximate line-up positions for the parade entries.

- = Staging Area
- = Parade Route

ENTRY CHECK IN

START

Announcing Stands

FINISH

River Street
Main Street
CERTIFICATE OF LIABILITY INSURANCE

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFER 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
Bissell Insurance Inc.
PO Box 5587
Ketchum, ID 83340
Betti Urbany

PHONES
208-726-8866
208-726-8491

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

INSURER A: Philadelphia Insurance Comp
INSURER B:
INSURER C:
INSURER D:
INSURER E:
INSURER F:

COVERAGES
CERTIFICATE NUMBER: NA
REVISION NUMBER:

IT 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>LTH</th>
<th>TYPE OF INSURANCE</th>
<th>ADDL./BRK.</th>
<th>INSR. VWD</th>
<th>POLICY NUMBER</th>
<th>POLICY EFF</th>
<th>POLICY EXPI</th>
<th>LIMITS</th>
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<tr>
<td></td>
<td>GENERAL LIABILITY</td>
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<td>A</td>
<td>COMMERCIAL GENERAL LIABILITY</td>
<td>X</td>
<td>CLAIMS-MADE</td>
<td>X OCCUR</td>
<td>PHPK714302</td>
<td>05/01/12</td>
<td>05/01/13</td>
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<td>AUTOMOBILE LIABILITY</td>
<td>X</td>
<td>SCHEDULED AUTOS</td>
<td>NONOWNED AUTOS</td>
<td>PHPK856329</td>
<td>05/01/12</td>
<td>05/01/13</td>
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</table>

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
IDAHO TR

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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ACORD 25 (2010/05) The ACORD name and logo are registered marks of ACORD
This certificate is issued as evidence of the insurance coverage provided to the named Insuring Participant. It does not amend, extend or alter the coverage afforded by the policies below. It does not extend coverage beyond that permissible by Idaho Code Section 6-923 (Governmental Tort Liability Act).

PROGRAM AFFORDING COVERAGE:
Idaho Counties Risk Management Program, Underwriters

<table>
<thead>
<tr>
<th>Section Number</th>
<th>Type of Insurance - Coverage Form</th>
<th>Policy Number</th>
<th>Effective Date</th>
<th>Expiration Date</th>
<th>Deductible:</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>A. Buildings, Structures and Personal Property</td>
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<td>B. Automobile and Mobile Equipment Physical Damage</td>
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<td>C. Operational Disruption Expense</td>
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<td>D. Valuable Papers and Records</td>
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<tr>
<td>II</td>
<td>COMPREHENSIVE GENERAL LIABILITY</td>
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<tr>
<td></td>
<td>A. General Liability</td>
<td>Each Occurrence</td>
<td>$500,000</td>
<td>$3,000,000</td>
<td></td>
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<td></td>
<td>B. Premises Medical Payments</td>
<td>Each Person</td>
<td>$5,000</td>
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<td></td>
<td></td>
<td>Each Accident</td>
<td>$100,000</td>
<td></td>
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<tr>
<td></td>
<td>C. Law Enforcement Liability</td>
<td>Each Occurrence</td>
<td>$500,000</td>
<td>$3,000,000</td>
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<tr>
<td></td>
<td>D. Sexual Molestation (CLAIMS MADE)</td>
<td>Each Claim</td>
<td>$3,000,000</td>
<td></td>
<td></td>
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<tr>
<td>III</td>
<td>AUTOMOBILE LIABILITY</td>
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<td></td>
<td>A. Automobile Liability</td>
<td>Each Occurrence</td>
<td>$500,000</td>
<td>$3,000,000</td>
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<td></td>
<td>B. Automobile Medical Payments</td>
<td>Each Person</td>
<td>$5,000</td>
<td></td>
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<td></td>
<td></td>
<td>Each Accident</td>
<td>$100,000</td>
<td></td>
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<td></td>
<td>C. Uninsured Motorist</td>
<td>Each Person</td>
<td>$100,000</td>
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<td></td>
<td></td>
<td>Each Accident</td>
<td>$300,000</td>
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<tr>
<td>IV</td>
<td>ERRORS AND OMISSIONS CLAIMS MADE</td>
<td>ERRORS AND OMISSIONS LIABILITY</td>
<td>$500,000</td>
<td>$3,000,000</td>
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<tr>
<td></td>
<td>Employee Medical Ins Benefit Liability</td>
<td>Each Occurrence</td>
<td></td>
<td></td>
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<tr>
<td>V</td>
<td>CRIME INSURANCE - OCCURRENCE FORM</td>
<td>A. Employee Dishonesty</td>
<td>Each Occurrence</td>
<td>$500,000</td>
<td></td>
</tr>
<tr>
<td></td>
<td>INCLUDES PUBLIC OFFICIALS' SURETY-IN-IEW</td>
<td>B. Money and Securities (within premises)</td>
<td>Each Occurrence</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>C. Money and Securities (outside premises)</td>
<td>Each Occurrence</td>
<td></td>
<td></td>
</tr>
<tr>
<td>VI</td>
<td>BOILER AND MACHINERY</td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td></td>
<td>A. Damaged Property</td>
<td>Each Occurrence</td>
<td>Varies Per Item</td>
<td>$2,500,000</td>
<td></td>
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<tr>
<td></td>
<td>B. Expediting Expenses</td>
<td>Each Occurrence</td>
<td>Included</td>
<td>$1,000,000</td>
<td></td>
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<tr>
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<td>C. Business Income and Extra Expense</td>
<td>Each Occurrence</td>
<td>$2,500,000</td>
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<td>D. Spoilage Damage</td>
<td>Each Occurrence</td>
<td>$5,000,000</td>
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<tr>
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<td>E. Utility Interruption</td>
<td>Each Occurrence</td>
<td>$5,000,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>F. Newly Acquired Premises</td>
<td>Each Occurrence</td>
<td>$10,000,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>G. Ordinance or Law</td>
<td>Each Occurrence</td>
<td>$100,000,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>H. Errors and Omissions</td>
<td>General Aggregate</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Description of Operations/Locations/Vehicles/Restrictions/Special Items:
July 4th Crittarm Event, July 4, 2011

Evidence of Insurance

Certificate Holder: Shery Harmon
City of Hailey
Attn: Events Permit
115 Main St, S., Ste. H
Hailey, ID 83333

Authorized Representative: Shery Harmon  ICRM1 1011
CERTIFICATE OF INSURANCE

Agent for Public Entity:
Greg Bloomfield
Wood River Ins Inc
410 N Main
Hayley ID 83333-

Insuring Pool Participant:
Blaine County Recreation District
1050 Fox Acres Rd #107
Hayley ID 83333-

This certificate is issued as evidence of the insurance coverage provided to the named Insuring Participant. It does not amend, extend or alter the coverage afforded by the policies below. It does not extend coverage beyond that permissible by Idaho Code Section 6-923 (Governmental Tort Liability Act)

PROGRAM AFFORDING COVERAGE:
Idaho Counties Risk Management Program, Underwriters

Section Number Type of Insurance - Coverage Form Policy Number Effective Date Expiration Date Property Deductible (except flood/quake):

<table>
<thead>
<tr>
<th>I</th>
<th>PROPERTY INSURANCE</th>
<th>31A13018100111</th>
<th>5/30/2012</th>
<th>9/30/2012</th>
<th>$500</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>A. Buildings, Structures and Personal Property</td>
<td>B. Automobile and Mobile Equipment Physical Damage</td>
<td>C. Operational Disruption Expense</td>
<td>D. Valuable Papers and Records</td>
<td></td>
</tr>
<tr>
<td>II</td>
<td>COMPREHENSIVE GENERAL LIABILITY</td>
<td>Each Occurrence</td>
<td>Each Person</td>
<td>Each Accident</td>
<td>Each Occurrence</td>
</tr>
<tr>
<td></td>
<td>A. General Liability</td>
<td>$500,000</td>
<td>$3,000,000</td>
<td>$5,000</td>
<td>$100,000</td>
</tr>
<tr>
<td></td>
<td>B. Premises Medical Payments</td>
<td>$500,000</td>
<td>$3,000,000</td>
<td>$5,000</td>
<td>$100,000</td>
</tr>
<tr>
<td></td>
<td>C. Law Enforcement Liability</td>
<td>$500,000</td>
<td>$3,000,000</td>
<td>$5,000</td>
<td>$100,000</td>
</tr>
<tr>
<td></td>
<td>D. Sexual Molestation (CLAIMS MADE)</td>
<td>$500,000</td>
<td>$3,000,000</td>
<td>$5,000</td>
<td>$100,000</td>
</tr>
<tr>
<td>III</td>
<td>AUTOMOBILE LIABILITY</td>
<td>Each Occurrence</td>
<td>Each Person</td>
<td>Each Accident</td>
<td>Each Occurrence</td>
</tr>
<tr>
<td></td>
<td>A. Automobile Liability</td>
<td>$500,000</td>
<td>$3,000,000</td>
<td>$5,000</td>
<td>$100,000</td>
</tr>
<tr>
<td></td>
<td>B. Automobile Medical Payments</td>
<td>$100,000</td>
<td>$100,000</td>
<td>$5,000</td>
<td>$100,000</td>
</tr>
<tr>
<td></td>
<td>C. Uninsured/Underinsured Motorist</td>
<td>$300,000</td>
<td>$300,000</td>
<td>$100,000</td>
<td>$5,000</td>
</tr>
<tr>
<td>IV</td>
<td>ERRORS AND OMISSIONS - CLAIMS MADE FORM</td>
<td>Each Occurrence</td>
<td>Each Person</td>
<td>Each Accident</td>
<td>Each Occurrence</td>
</tr>
<tr>
<td></td>
<td>A. Errors/Omissions Liability</td>
<td>$500,000</td>
<td>$3,000,000</td>
<td>$5,000</td>
<td>$100,000</td>
</tr>
<tr>
<td></td>
<td>B. Employee Medical Ins Benefit Liability</td>
<td>$500,000</td>
<td>$3,000,000</td>
<td>$5,000</td>
<td>$100,000</td>
</tr>
<tr>
<td>V</td>
<td>CRIME INSURANCE - OCCURRENCE FORM (INCLUDES PUBLIC OFFICIALS)</td>
<td>Each Occurrence</td>
<td>Each Person</td>
<td>Each Accident</td>
<td>Each Occurrence</td>
</tr>
<tr>
<td></td>
<td>A. Employee Dishonesty</td>
<td>$500,000</td>
<td>$3,000,000</td>
<td>$5,000</td>
<td>$100,000</td>
</tr>
<tr>
<td></td>
<td>B. Money and Securities (within premises)</td>
<td>$500,000</td>
<td>$3,000,000</td>
<td>$5,000</td>
<td>$100,000</td>
</tr>
<tr>
<td></td>
<td>C. Money and Securities (outside premises)</td>
<td>$500,000</td>
<td>$3,000,000</td>
<td>$5,000</td>
<td>$100,000</td>
</tr>
<tr>
<td>VI</td>
<td>BOILER AND MACHINERY</td>
<td>Each Occurrence</td>
<td>Each Person</td>
<td>Each Accident</td>
<td>Each Occurrence</td>
</tr>
<tr>
<td></td>
<td>A. Damaged Property</td>
<td>Varies Per Item</td>
<td>$2,500,000</td>
<td>Included</td>
<td></td>
</tr>
<tr>
<td></td>
<td>B. Expediting Expenses</td>
<td>$1,000,000</td>
<td>$2,500,000</td>
<td>Included</td>
<td></td>
</tr>
<tr>
<td></td>
<td>C. Business Income and Extra Expense</td>
<td>$5,000,000</td>
<td>$5,000,000</td>
<td>Included</td>
<td></td>
</tr>
<tr>
<td></td>
<td>D. Spillage Damage</td>
<td>$10,000,000</td>
<td>$10,000,000</td>
<td>Included</td>
<td></td>
</tr>
</tbody>
</table>

Description of Operations/Locations/Vehicles/Restrictions/Special Items:
4th of July Crit Race

Evidence of Insurance

Certificate Holder:
Idaho Transportation Department
Attn Events Permit
216 S Date
Shoshone ID 83352

Authorized Representative: Shery Harmon ICRMP 11/12

Cancellation:
Should any of the above described policies be cancelled before the expiration date thereof, the issuing Program will endeavor to mail 30 days written notice to the certificate holder named in the left, but failure to mail such notice shall impose no obligation or liability of any kind upon the Program, its agents or representatives.
Shellie Rubel

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

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

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

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

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

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

MC

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

Greetings,

I will not be closing down Main an hour before the parade starts, there is no shoot out this year. We will start closing main at 11:30, with total shutdown at 11:45.

Regards,

Jeff

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

Hi Everyone,

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

Shellie Rubel
Shellie Rubel

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

Greetings,
I will not be closing down Main an hour before the parade starts, there is no shoot out this year.
We will start closing main at 11:30, with total shutdown at 11:45.
Regards,
Jeff

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

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

Shellie Rubel
Deputy Clerk
City of Hailey
208-788-4221 x22
STREET CLOSURE FOR SPECIAL EVENT

EVENT NAME: 4th of July Parade + BARD Criterium Race

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

STREET CLOSURE DATES: WEDNESDAY JULY 4, 2012

☑ Route/street closure is map is attached.

| Names of streets to be closed (attach further closures on a separate sheet if needed) |
|:---------------------------------|:---------------------------------|:---------------------------------|
| W CROY                           | Between (street) RIVER           | And (street) MAIN               |
| W. Carbonate                     | Between (street) RIVER           | And (street) MAIN               |
| FIRST AVENUE                     | Between (street) BILLION         | And (street) E. GALENA          |
| E BILLION                        | Between (street) MAIN            | And (street) FIRST AVENUE       |
| E CARBONATE                      | Between (street) MAIN            | And (street) FIRST AVENUE       |
| E GALENA                         | Between (street) MAIN            | And (street) FIRST AVENUE       |
| MAIN/HWY 75 (MAP ID)             | Between (street) CEDAR           | And (street) MYRTLE             |

Time of Street Closure

<table>
<thead>
<tr>
<th>Start</th>
<th>End</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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

☑ Participants/Spectators 7000 + ☑ Animals 50 ☑ Vehicles 50 ☑ Floats 1 ☑ Buses 100 ☑ Bikes 100
ALL SIGNS WILL BE RETRO REFLECTIVE 48" X 48"
CONES WILL BE 36" WITH RETRO REFLECTIVE STRIPES
ALL SIGN SPACING WILL BE AT 200'

THERE WILL BE 8 CONES PER INTERSECTION ON MAIN ST
HAILEY 4th of JULY TRAFFIC DETOUR ROUTE FOR CARNIVAL AND BIKE RACE

SPONSOR OF BIKE RACE WILL BE RESPONSIBLE FOR PARKING IN RACE AREA!

ALLEYS ADJACENT TO BIKE RACE AND CARNIVAL AREA WILL BE BLOCKED AS NEEDED
AGENDA ITEM SUMMARY

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

SUBJECT:
Request approval for A Day of Chalk, will be held on the east side sidewalks between Croy & Carbonate on Main Street on Saturday, July 14, 2012 from 9:00 a.m. to 1:00 p.m.

AUTHORITY: ☐ ID Code ☐ IAR ☐ City Ordinance/Code (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 X Streets
☐ City Clerk X Planning ☐ Treasurer
X Building X Police
X Engineer ☐ Public Works, Parks ☐ P & Z Commission
X Fire Dept. ☐ ☐

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

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

ADMINISTRATIVE COMMENTS/APPROVAL:

City Administrator _____________________________ Dept. Head Attend Meeting (circle one) Yes No

ACTION OF THE CITY COUNCIL:

Date _____________________________

City Clerk _____________________________

FOLLOW-UP:
*Ord./Res./Agrmt./Order Originals: Record Copies (all info.): ________________
Instrument #: _____________________________
*Additional/Exceptional Originals to: Copies (AIS only)

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DECISION

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

Standard Conditions

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

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

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

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

Other Conditions

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

DATED this 18th day of June, 2012.

CITY OF HAILEY

By: ____________________________
    Fritz Haemmerle, its Mayor

ATTEST:

______________________________
Mary Cone, City Clerk

AGREEMENT

In consideration of the granting of a special event permit by the City of Hailey ("the City") for the 2012 A Day of Chalk that will occur on July 14, 2012 from 9:00 a.m. to 1:00 p.m., plus specified set up and teardown time, ("the Event"), and pursuant to Section 12.14 of the Hailey Municipal Code, the undersigned, as the applicant ("Applicant") of a Special Event Permit from the City for the Event, does hereby agree to reimburse the City for any costs incurred by the City in repairing damage or providing any services or materials resulting from the Event. The Applicant agrees that such costs may be deducted from a service security deposit.
as established by the City, and that if costs exceed any deposit made by the applicant, further reimbursement will be made to the City upon demand. The Applicant hereby agrees to indemnify, defend and hold harmless the City and its officers and employees, in their official and individual capacities, from any and all claims, demands, obligations, liabilities, lawsuits, judgments, attorneys’ fees, costs, expenses and damages of any nature caused by or arising out of, or connected with the Event. In the event either party hereto is required to retain counsel to enforce a provision of this Agreement, or to recover damages resulting from a breach hereof, the prevailing party shall be entitled to recover from the other party all reasonable attorney’s fees incurred herein or on appeal, or in bankruptcy proceedings. The Applicant agrees to comply with all the laws and ordinances of the City of Hailey, Idaho applicable to the subject matter thereof, and to conduct the Event in accordance with the terms and provisions of the application for a Special Event Permit, as approved or as modified by the City, and all conditions of the Special Event Permit. The Applicant agrees that the Special Event Permit is nontransferable and shall be conducted only for the dates and locations as approved by the City.

IN WITNESS WHEREOF, Applicant and the City have executed this Agreement on this 18th day of June, 2012.

APPLICANT:

By: ______________________________________

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

CITY OF HAILEY:

By: ______________________________________

Fritz Haemmerle, its Mayor

ATTEST:

Mary Cone, its City Clerk
SPECIAL EVENT PERMIT APPLICATION

EVENT NAME: A DAY OF CHALK

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

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

III. EVENT SCHEDULE

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

<table>
<thead>
<tr>
<th>Date(s) of Event</th>
<th>Hours</th>
<th>Estimated # of Attendees</th>
</tr>
</thead>
<tbody>
<tr>
<td>JULY 14TH</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Start Time: 9AM</td>
<td>End Time: 1PM</td>
</tr>
<tr>
<td>Date of Set-Up</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Start Time:</td>
<td>End Time:</td>
</tr>
<tr>
<td>Date of Tear Down</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Start Time:</td>
<td>End Time:</td>
</tr>
</tbody>
</table>

IV. FEES

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

Tax Exempt:
☐ Promoted locally and regionally within the state and the northwest.

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

TOTAL DUE $125.00

V. ORGANIZATION INFORMATION

Sponsoring Organization: HAILEY ARTS COMMISSION

Applicant’s Name: B. L. ROWSEY Title: CHAIR

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

Telephone Day: 720-7909 Evening: FAX:

Applicant Driver’s License #: EMAIL: flrowsey@gmail.com

Federal Tax #: State Tax #:  

VI. EVENT INFORMATION

New Event: Yes ☐ No ☑ Annual Event: Yes ☑ No ☐ Years Operating 3

Event Category: ☐ Commercial ☑ Noncommercial

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

Description of Event:

Additional Details:

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: ___________________________ Agent Name: ___________________________ Phone: ___________________________

HOLD HARMLESS CLAUSE

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

SPECIAL EVENT ACTIVITIES & CITY SERVICES REQUESTED

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

<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>Street Closures &amp; Access / Parade (if yes)  * Street Closure for Special Event Application and detailed map listing areas of closure, parade route is required. An ITD permit is required for Main Street.  * Your Event Coordinator is required to have the Notification Certification completed by all affected businesses, churches, schools and neighborhoods.</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Alcohol Served (Free of Charge) (name of provider)</td>
<td></td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Alcohol Sold  Requires Alcohol Beverage Catering Permit (Hailey Code 5.13)</td>
<td></td>
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<td></td>
</tr>
<tr>
<td>Canopies/Tents/Membranes/Temporary Structures (Number &amp; Size)  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>
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<tr>
<td>Food/Beverages will be served (List Caterers):  Still Secure</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Security (detail who, number of officers, times. Attach plan)</td>
<td></td>
<td></td>
<td></td>
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<td></td>
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<tr>
<td>Vendors items sold/ solicitation</td>
<td></td>
<td></td>
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<td></td>
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</tr>
<tr>
<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:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Booths: Profit / Non-Profit</td>
<td></td>
<td></td>
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<td></td>
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<tr>
<td>Traffic Control / Shuttle Buses (Number of buses / locations / hours of operation, attach plan.)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Activities / Entertainment (Agenda)  Other equipment or entertainment</td>
<td></td>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Electricity / Generators (Size)  Attach detailed electrical plan.</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Signs or Banners: sign permit may be required by the City Planning and Zoning Department  Banner 843629</td>
<td></td>
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<tr>
<td>Lighting plan: attach plan</td>
<td></td>
<td></td>
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<tr>
<td>Stages (Number and Size)</td>
<td></td>
<td></td>
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<tr>
<td>Gray Water Barrel / Grease Barrel (circle detail # and locations)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Stages (Number and Size)</td>
<td></td>
<td></td>
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<td></td>
<td></td>
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<tr>
<td>Sanitation -Trash bins, Dumpsters, Recycle (circle detail # and locations)  YES supplied</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Barricades. How many identify locations and attach logistics map</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Porta Toilets / Wash Stations (Quantity ADA Regular)  Houn  Equation</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>EVENT estimated attendance:  100  Number of staff working event:  2  Number of volunteers working event:  10</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Water  Drinking / Washing (circle)</td>
<td></td>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Amplified Sound Permit-the allowable sound decibel level - (90) dB maximum  N/A</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: 04/12/2012

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

Updated: 4/16/2012
AGENDA ITEM SUMMARY

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

SUBJECT:
Request approval for Hailey Skate Park Grand Opening Celebration, will be held at Hailey Skate Park on June 23, 2012 from 9:30 a.m. to 3:00 p.m.

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

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

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

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

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

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

ADMINISTRATIVE COMMENTS/APPROVAL:

City Administrator  Dept. Head Attend Meeting (circle one) Yes  No

ACTION OF THE CITY COUNCIL:

Date 

City Clerk

FOLLOW-UP:
*Ord./Res./Agmt./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 Hailey Skate Park Grand Opening Celebration 2012, the City of Hailey, pursuant to Chapter 12.14 of the Hailey Municipal Code, approves the Application and grants the Special Event Permit, subject to the following conditions:

Standard Conditions

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

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

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

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

Other Conditions

DATED this 18th day of June, 2012.

CITY OF HAILEY

By: ____________________________
    Fritz Haemmerle, its Mayor

ATTEST:

_____________________________
    Mary Cone, City Clerk

AGREEMENT

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

CITY OF HAILEY  115 MAIN ST. S., SUITE H  HAILEY, IDAHO 83333  788-4221
The Applicant hereby agrees to indemnify, defend and hold harmless the City and its officers and employees, in their official and individual capacities, from any and all claims, demands, obligations, liabilities, lawsuits, judgments, attorneys’ fees, costs, expenses and damages of any nature caused by or arising out of, or connected with the Event. In the event either party hereto is required to retain counsel to enforce a provision of this Agreement, or to recover damages resulting from a breach hereof, the prevailing party shall be entitled to recover from the other party all reasonable attorney’s fees incurred herein or on appeal, or in bankruptcy proceedings. The Applicant agrees to comply with all the laws and ordinances of the City of Hailey, Idaho applicable to the subject matter thereof, and to conduct the Event in accordance with the terms and provisions of the application for a Special Event Permit, as approved or as modified by the City, and all conditions of the Special Event Permit. The Applicant agrees that the Special Event Permit is nontransferable and shall be conducted only for the dates and locations as approved by the City.

IN WITNESS WHEREOF, Applicant and the City have executed this Agreement on this 18th day of June, 2012.

APPLICANT:

By: ____________________________________________

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

CITY OF HAILEY:

By: ____________________________________________

Fritz Haemmerle, its Mayor

ATTEST:

________________________________________________

Mary Cone, its City Clerk
SPECIAL EVENT PERMIT APPLICATION

EVENT NAME: Hailey Skate Park Grand Opening Celebration

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

Hailey Skate Park

III. EVENT SCHEDULE

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

<table>
<thead>
<tr>
<th>Date(s) of Event</th>
<th>Hours</th>
<th>Estimated # of Attendees</th>
</tr>
</thead>
<tbody>
<tr>
<td>6/23/12</td>
<td>Start Time: 8:00am End Time: 3:00pm</td>
<td>One Hour Interval:</td>
</tr>
<tr>
<td></td>
<td></td>
<td>All Day:</td>
</tr>
<tr>
<td>Date of Set-Up</td>
<td>Start Time:</td>
<td></td>
</tr>
<tr>
<td>6/23</td>
<td></td>
<td>Date of Tear Down</td>
</tr>
<tr>
<td></td>
<td>End Time:</td>
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<tr>
<td></td>
<td></td>
<td>Date of Tear Down</td>
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</tbody>
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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 ☐ 
Tax (on park rental fees only) 6% ☐ 
Security Services Deposit ☐ 

TOTAL DUE 125.00

V. ORGANIZATION INFORMATION

Sponsoring Organization: Hailey Parks & Recreation Board

Applicant's Name: Janet Fugate 
Title: Chair, Hailey PIL
Address: PO Box 3084, Hailey, ID 83333
City: Hailey State: ID Zip: 83333
Telephone Day: 788-1062 Evening: 788-1062 FAX:

Applicant Driver's License #: FA 109699E EMAIL: jfugate@co.ok
Federal Tax #: State Tax #: 

VI. EVENT INFORMATION

New Event: Yes ☒ No ☐ Annual Event: Yes ☐ No ☒ one time event Years Operating 1

Event Category: ☐ Commercial ☒ Noncommercial

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

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

Additional Details:

Updated: 4/23/2012 (Attach any additional pages as needed)

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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: [redacted]

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>
</table>
| ✔  |    | Street Closure & Access / Parade (if yes)  
• Street Closure for Special Event Application and detailed map listing areas of closure, parade route is required. *ITD permit is required for Main Street.  
• Your Event Coordinator is required to have the Notification Certification completed by all affected businesses, churches, schools and neighborhoods. | ✔  |    | Alcohol Served (Free of Charge) (name of provider) |
|    | ✔  | Canopies/Tents/Membranes/Temporary Structures (Number & Size(s))  
City of Hailey Fire Department, Fire Code Enforcement may require a permit for tents, canopies, membrane, or temporary structures over 200 sq. ft. | ✔  |    | Alcohol Sold  
Requires Alcohol Beverage Catering Permit (Hailey Code 5.13) |
| ✔  |    | Security (detail who, number of officers, times. Attach plan) | ✔  |    | Food/Beverages will be served (List Caterers): |
| ✔  |    | 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]  
Medical Services | ✔  |    | Vendors items sold/ solicitation |
| ✔  |    | Traffic Control / Shuttle Buses  
(Number of buses / locations / hours of operation, attach plan.) | ✔  |    | Food Vendors |
| ✔  |    | Electricity / Generators (Size)  
Attach detailed electrical plan. | ✔  |    | Booths: Profit / Non-Profit |
| ✔  |    | Lighting plan: attach plan | ✔  |    | Activities / Entertainment (Agenda)  
Other equipment or entertainment |
| ✔  |    | Gray Water Barrel / Grease Barrel  
(circle / detail # and locations) | ✔  |    | Signs or Banners: sign permit may be required by the City Planning and Zoning Department |
| ✔  |    | Sanitation -Trash bins, Dumpsters, Recycle  
(circle / detail # and locations) | ✔  |    | Stages (Number and Size(s)) |
| ✔  |    | Porta Toilets / Wash Stations  
(Quantity ADA Regular)  
Using Handovers  
Restrooms | ✔  |    | Barricades. How many identify locations and attach logistics map |
| ✔  |    | Water / Drinking / Washing (circle) | ✔  |    | EVENT estimated attendance: 3,000  
Number of staff working event: 10  
Number of volunteers working event: 20 |
| ✔  |    | Amplified Sound Permit-the allowable sound decibel level - (90) dB maximum |

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

Event Organizer’s Signature: [signature]  
Date: 4/16/2012
AMPLIFIED SOUND PERMIT APPLICATION

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

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

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

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

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

Name of Applicant: CITY OF HAILEY Phone: 208-4221
Address of Applicant: 115 Main St. S., Hailey, ID 83333
Type of Event: SKATE PARK GRAND REOPENING
Location of Event: 791 Main St. S. / Skate Park
Date of Event: 6/23/12 Number of People Expected: 300
Time of Amplification: From 9:30 to 3:00

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

Signature of Applicant: [Signature] Date: 6/16/12

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.

Updated on: 5/2/2012 10:19 AM