AGENDA ITEM SUMMARY

DATE: 05/19/08  DEPARTMENT: Public Works  DEPT. HEAD SIGNATURE: [Signature]

SUBJECT:
Request approval for Brimstein Private Birthday Special Event at 1660 2nd Ave N. on May 24, 2008.

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

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:
Budget Line Item #_________________________  YTD Line Item Balance $_________________________
Estimated Hours Spent to Date: ______________________  Estimated Completion Date: ________________
Staff Contact: ________________________________  Phone #: _________________________________
Comments: ________________________________________________

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IFAPPLICABLE)

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

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:
Department Heads approved. No comments or recommendations made.

FOLLOW-UP REMARKS:
*

[Signature]
SPECIAL EVENT PERMIT APPLICATION

I. EVENT NAME: Private Party Birthday

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

1600 2nd Ave N.

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>5/24/08</td>
<td>Start Time: 1600 End Time: 1900 (6pm)</td>
<td>One Hour Interval: All Day: 50</td>
</tr>
<tr>
<td></td>
<td>Start Time:</td>
<td>End Time:</td>
</tr>
<tr>
<td>Date of Set-Up</td>
<td>5/24/08</td>
<td>Start Time: 1400 End Time: 1600</td>
</tr>
<tr>
<td>Date of Tear Down</td>
<td>5/24/08</td>
<td>Start Time: 1900 End Time: 2100</td>
</tr>
</tbody>
</table>

IV. FEES

<table>
<thead>
<tr>
<th>Fee Description</th>
<th>Fee</th>
<th>Charge</th>
</tr>
</thead>
<tbody>
<tr>
<td>Special Event Permit Application Fee</td>
<td>$125</td>
<td>$125.00</td>
</tr>
<tr>
<td>Per Day Park Rental Fee</td>
<td>$500</td>
<td>$500.00</td>
</tr>
<tr>
<td>(Waived for non-profits)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Security Deposit</td>
<td>$50</td>
<td>$50.00</td>
</tr>
<tr>
<td>Tax (on park rental fees only)</td>
<td>6%</td>
<td>$6.00</td>
</tr>
</tbody>
</table>

TOTAL DUE

Additional Deposit Required

$625.00

V. ORGANIZATION INFORMATION

Applicant's Name: Bill Brimstein Title:

Mailing Address: PO Box 4365 Zip Code: 83333

Street Address: 1600 N. 2nd City: Hailey State: ID

Day Telephone: 788-4531 Evening Telephone: 788-6036

FAX Number: 788-6036 E-Mail Address: brimstein@cox.net

4/23/2008
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): ____________

Description of Event: BIRTHDAY PARTY (50th). WILL HAVE SMALL BAND OR MUSIC OUTSIDE

Additional Details: NEIGHBORS WILL ALL BE INFORMED AND ANY CONCERNS WILL BE ADDRESSED. EMPTY LOTS EXIST ON BOTH SIDES OF PROPERTY.

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 cause for immediate termination of the application.

Insurance Company: STATE FARM Agent Name: EMER WOOD
Address: 216 MAIN HAILEY Phone: 788-3656

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 (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>Requires alcohol 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></td>
</tr>
<tr>
<td>✓</td>
<td></td>
<td>Canopies/Tents/Membranes/Temporary Structures (Number &amp; Size(s))</td>
<td></td>
<td>✓</td>
<td>Alcohol sold/Liquor Catering License required</td>
</tr>
<tr>
<td></td>
<td>✓</td>
<td>City of Hailey Fire Department, Fire Code Enforcement</td>
<td></td>
<td>✓</td>
<td>City of Hailey Municipal Code 5.04, 5.08, 5.12</td>
</tr>
<tr>
<td>✓</td>
<td></td>
<td>Medical Services (Circle) First Aid and/or EMS Services</td>
<td></td>
<td>✓</td>
<td>Food/Beverages will be served (List Caterers):</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>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></td>
</tr>
<tr>
<td>✓</td>
<td></td>
<td>Electricity / Generators (Size Attach detailed electrical plan.)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>✓</td>
<td></td>
<td>Water Drinking / Washing (circle)</td>
<td>✓</td>
<td></td>
<td>Lighting plan: attach plan</td>
</tr>
<tr>
<td>✓</td>
<td></td>
<td>Gray Water Barrel / Grease Barrel (circle / detail # and locations)</td>
<td></td>
<td>✓</td>
<td>Activities / Entertainment (Agenda) Other equipment or entertainment</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)</td>
<td>✓</td>
<td></td>
<td>Stages (Number and Size(s))</td>
</tr>
<tr>
<td></td>
<td>✓</td>
<td>Barriacdes. How many identify locations and attach logistics map</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>✓</td>
<td></td>
<td>EVENT estimated attendance</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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

Event Organizer's Signature: [Signature] Date: 5/7/09

4/23/2008
The following neighbors of Bill Brimstein and Sara Baldwin, 1660 2nd Ave., have been informed of a birthday party and music from 4 to 7 PM at the residence on Saturday the 24th of May.

- Bob Preston 1620 2nd Ave
- Chip Maple 1641 2nd Ave N
- Dee N 1741 Second Ave N
- Ben Swed 1671 Northridge Ave
- Karen Hilding 1621 Northridge Ave
- Judy Sprague 1631 Northridge Ave
- Tom & Louise Gallagher 1641 NR Drive
- Curt Wightman 1740 N 2nd Ave Hailey
- Curt Wightman 1661 2nd Ave North
DECISION

Based on the Application for a Special Event Permit for the Brimstein Private Birthday Party, the City of Hailey, pursuant to Chapter 12.14 of the Hailey Municipal Code, approves the Application and grants the Special Event Permit, subject to the following conditions:

Standard Conditions

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

DATED this 19th day of May, 2008.

CITY OF HAILEY

By: ________________________________

Rick Davis, its Mayor

ATTEST:

Mary Cone, its City Clerk
AGREEMENT

In consideration of the granting of a special event permit by the City of Hailey ("the City") for the Brimstein Private Birthday Party that will occur on May 24, 2008 from 4:00 p.m. to 7:00 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 19th day of May, 2008.

APPLICANT:

By: ____________________________

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

CITY OF HAILEY:

By: ____________________________

Rick Davis, its Mayor

ATTEST:

Mary Cone, its City Clerk
May 19, 2008

Bill Brimstein  
PO Box 4365  
Hailey, ID 83333  

Subject: Special Event Approval  

Dear Mr. Brimstein:

Congratulations! The Brimstein Private Birthday Party Special Event, scheduled for May 24, 2008, has been approved by the City Council.

Enclosed you will find a signed copy of the City Council’s Decision, as well as an Agreement form. Please sign the Agreement, make a copy for your records and return the original to the City of Hailey. The Decision form does not need to be returned. The special event permit certificate will be mailed to you upon our receipt of the Agreement form.

Thank you for choosing the City of Hailey as the venue for your Special Event.

Sincerely,

Mary Cone  
City Clerk
Brimstein Private Birthday Party

1660 2nd Ave. N

This permit is valid May 24, 2008

Special Event Permit

CITY OF HAILEY
AGENDA ITEM SUMMARY

DATE: 05/19/2008   DEPARTMENT: Public Works   DEPT. HEAD SIGNATURE:  

SUBJECT:

Request approval for BCRD 4th of July Criterium (Bike Race) Special Event.

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

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

Please see attached application.

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:

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

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IFAPPLICABLE)

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

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Special Event Heads have reviewed and approved with recommendations.

1. ITD Special Events Permit needs to be approved by ITD.
2. List of contact cell phone numbers for that day will need to be provided.
3. Signs and Banners may not be displayed more than 72 hours without a permit
4. Applicant to provide barricades for side street closures.

FOLLOW-UP REMARKS:
SPECIAL EVENT PERMIT APPLICATION

I. EVENT NAME: BIRD Hailey 4TH of July Criterium

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

SEE ATTACHED MAP

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>7/4/08</td>
<td>Start Time: 1:30   End Time: 4:00</td>
<td>One Hour Interval: One Hour Interval:</td>
</tr>
<tr>
<td>Date of Set-Up</td>
<td>Start Time:         End Time:</td>
<td></td>
</tr>
<tr>
<td>7/4/08</td>
<td>Start Time: 11:30   End Time: 1:30</td>
<td></td>
</tr>
<tr>
<td>Date of Tear Down</td>
<td>Start Time: 4:00    End Time: 5:00</td>
<td></td>
</tr>
</tbody>
</table>

IV. FEES

Special Event Permit Application Fee $125 ☑ $125-
Per Day Park Rental Fee $500 ☐
(Waived for non-profits)
Security Deposit $500 ☑ $500-
Tax (on park rental fees only) 6% ☐ $625-

TOTAL DUE
Additional Deposit Required ☐

RECEIVED
MAY 15 2008

V. ORGANIZATION INFORMATION

Applicant's Name: FULL NAME OF ORGANIZATION
Title: FULL NAME OF ORGANIZATION
Mailing Address: 1052 FAX ACRES RD
Zip Code: 83333
Street Address: City: State: 
Day Telephone: 720-217 EXT 212 Evening Telephone: 720-6719
FAX Number: E-Mail Address: FULL NAME OF ORGANIZATION

4/23/2008
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>x</td>
<td></td>
<td>Street Closures &amp; Access / Parade</td>
<td>x</td>
<td></td>
<td>Alcohol served (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>Requires alcohol catering permit (Hailey Code 5.13)</td>
</tr>
<tr>
<td>x</td>
<td></td>
<td>Street Closures &amp; Access/Parade require your Event Coordinator to notify all affected businesses, churches schools and neighborhoods</td>
<td>x</td>
<td></td>
<td>Alcohol sold/Liquor Catering License required City of Hailey Municipal Code 5.04, 5.08, 5.12</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>Vendors items sold/ solicitation</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Medical Services (Circle) First Aid and/or EMS Services</td>
<td>x</td>
<td></td>
<td>Boths: Profit / Non-Profit</td>
</tr>
<tr>
<td>x</td>
<td></td>
<td>SPOKE WITH MIKE CHAPMAN NO SERVICE NEEDED PART OF THE PARADE</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>#</td>
<td></td>
<td>Security (detail who, number of officers, times. Attach plan)</td>
<td>#</td>
<td></td>
<td>Lighting plan: attach plan</td>
</tr>
<tr>
<td>x</td>
<td></td>
<td>Traffic Control / Shuttle Buses (Number of buses / locations / hours of operation, attach plan.)</td>
<td>x</td>
<td></td>
<td></td>
</tr>
<tr>
<td>#</td>
<td></td>
<td>Electricity / Generators (Size (1000 \text{ W}) Attach detailed electrical plan.</td>
<td>x</td>
<td></td>
<td>Activities / Entertainment (Agenda) Other equipment or entertainment</td>
</tr>
<tr>
<td>x</td>
<td></td>
<td>Activities / Entertainment (Agenda) Other equipment or entertainment</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Signs or Banners: sign permit may be required by the City Planning and Zoning Department</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>x</td>
<td></td>
<td>Stages (Number and Size(s))</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>x</td>
<td></td>
<td>Gray Water Barrel / Grease Barrel (circle / detail # and locations)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>As many as we can use of the City's (uncoated with Hailey P)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>x</td>
<td></td>
<td>Sanitation - Trash bins, Dumpsters, Recycle (circle / detail # and locations)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>EVENT estimated attendance</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td># 4</td>
<td></td>
<td>Porta Toilets / Wash Stations (Quantity ADA Regular)</td>
<td>3</td>
<td></td>
<td>Number of staff working event</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Number of volunteers working</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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

Event Organizer's Signature: [Signature] Date: 5/12/08

4/23/2008
AGREEMENT

In consideration of the granting of a special event permit by the City of Hailey ("the City") for the BCRD 4th of July Criterium that will occur on July 4, 2008 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 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 19th day of May, 2008.

APPLICANT:

By: ________________________________

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

CITY OF HAILEY:

By: ________________________________

Rick Davis, its Mayor

ATTEST:

Mary Cone, its City Clerk
DECISION

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

Standard Conditions

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

Other Condition

a. ITD Special Events Permit needs to be approved by ITD.
b. List of contact cell phone numbers for that day will need to be provided.
c. Signs and Banners may not be displayed more than 72 hours without a permit.
d. Applicant to provide barricades for side street closures.

DATED this 19th day of May, 2008.

CITY OF HAILEY

By: ____________________________
    Rick Davis, its Mayor

ATTEST:

______________________________
Mary Cone, its City Clerk
May 19, 2008

Blaine County Recreation District
Eric Rector
1050 Fox Acres Rd
Hailey, ID 83333

Subject: Special Event Approval

Dear Rick:

Congratulations! The BCRD Hailey 4th of July Criterium Special Event has been approved by the City Council. Enclosed you will find a signed copy of the City Council's Decision, as well as an Agreement form. Please sign the Agreement, make a copy for your records and return the original to the City of Hailey. The Decision form does not need to be returned. The special event permit certificate will be mailed to you upon our receipt of the Agreement form.

Please note the following conditions connected with the approval of your event:

1. ITD Special Events Permit needs to be approved by ITD.
2. List of contact cell phone numbers for that day will need to be provided.
3. Signs and Banners may not be displayed more than 72 hours without a permit.
4. Applicant to provide barricades for side street closures.

Thank you for choosing the City of Hailey as the venue for your Special Event.

Sincerely,

Mary Cone
City Clerk
CITY OF HAILEY

Special Event Permit

BCRD 4th of July Criterion

A rectangle route between Bullion St. E and Galena St. E on Main St. N and 1st Ave. N

This permit is valid July 4, 2008

City Clerk
AGENDA ITEM SUMMARY

DATE: 05/19/2008 DEPARTMENT: Public Works DEPT. HEAD SIGNATURE: 

SUBJECT:

Request an amendment to the approved Hailey Chamber of Commerce 4th of July Special Event. The amendments requested are on the attached page.

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

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

Please see attached letter requesting the amendments along with the prior application.

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:

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

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IF APPLICABLE)

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

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Special Event Heads have reviewed and approved with recommendations.

1. Applicant to provide barricades for closure of Carbonate St.
2. List of contact cell phone numbers for that day will need to be provided.
3. Signs and Banners may not be displayed more than 72 hours without a permit.

FOLLOW-UP REMARKS:

*
PROPOSED CHANGES FOR THE 4TH OF JULY EVENTS
HAILEY CHAMBER OF COMMERCE

Current: Close Main Street at 11:45AM and re-open at 1:30PM
Change: Close Main Street at 11AM and re-open at 3PM

Current: Grand Stand at Croy & Main
Change: Grand Stand in front of Bullion Square

Current: BBQ in Hop Porter Park
Change: Food Court in Bullion Square Parking Lot

Current: No kids’ events
Change: Close West Carbonate between Main and River for Kids Carnival sponsored by BC Rec. Dist.

Change: There will be live music on Bullion Square 11AM-12PM and 1:30PM-3PM

The purpose of the extension of the closure, moving the grandstand north, having a food court instead of the BBQ, and locating the children’s carnival in the business district, is for the benefit of the merchants in the city of Hailey to maximize on the opportunities for sales from the annual visitors (and their entertainment).
DECISION

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

Standard Conditions

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

Other Condition

a. Applicant to provide barricades for closure of Carbonate St.
b. List of contact cell phone numbers for that day will need to be provided.
c. Signs and Banners may not be displayed more than 72 hours without a permit.

DATED this 19th day of May, 2008.

CITY OF HAILEY

By: _____________________________
Rick Davis, its Mayor

ATTEST:

_______________________________
Mary Cone, its City Clerk
AGREEMENT

In consideration of the granting of a special event permit by the City of Hailey ("the City") for the 4th of July Events that will occur on July 4, 2008 from 11:00 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 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 19th day of May, 2008.

APPLICANT:

By: ________________________________

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

CITY OF HAILEY:

By: ________________________________

Rick Davis, its Mayor

ATTEST:

Mary Cone, its City Clerk
May 19, 2008

Attn: Jim Spinelli, Director  
Hailey Chamber of Commerce  
P.O. Box 100  
Hailey, ID 83333

Subject: 4th of July Parade and BBQ Amendments

Dear Mr. Spinelli:

Congratulations! Your Amendments to the 4th of July Special Event has been approved by the City Council. Enclosed you will find a signed copy of the City Council’s Decision, as well as an Agreement form. Please sign the Agreement, make a copy for your records and return the original to the City of Hailey. The Decision form does not need to be returned. The special event permit certificate will be mailed to you upon our receipt of the Agreement form.

Please note the following conditions connected with the approval of your event:

- Applicant to provide barricades for closure of Carbonate St.
- List of contact cell phone numbers for that day will need to be provided.
- Signs and Banners may not be displayed more than 72 hours without a permit.

Thank you for choosing the City of Hailey as the venue for your Special Event.

Sincerely,

Mary Cone  
City Clerk
CITY OF HAILEY

Special Event Permit

4th of July Events

Food Court in Bullion Square Parking Lot

This permit is valid July 4, 2008

City Clerk

Issue Date
SPECIAL EVENT PERMIT APPLICATION

I. EVENT NAME: ANNUAL 4TH OF JULY BBQ & PARADE

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

Hop Porter 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>Start Time</th>
<th>End Time</th>
<th>Estimated # of Attendees</th>
</tr>
</thead>
<tbody>
<tr>
<td>7-4-08</td>
<td>Noon</td>
<td>8 PM</td>
<td>One Hour Interval:</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>All Day: 850</td>
</tr>
<tr>
<td>Date of Set-Up</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7-4-08</td>
<td>Noon</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Date of Tear Down</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

IV. FEES
Special Event Permit Application Fee $125
Per Day Park Rental Fee $500 (Waived for non-profits)
Security Deposit $500
Tax (on park rental fees only) 6%

TOTAL DUE
Additional Deposit Required $125

V. ORGANIZATION INFORMATION
Applicant's Name: Jim Spicelli
Title: G.D. HAILEY CHAMBER
Mailing Address: P.O. 100
Zip Code: 8333
Street Address: 105 W. ALEXokino
City: HAILEY State: ID
Day Telephone: 789-5484 Evening Telephone: 48-1117
FAX Number: 575-1555 E-Mail Address: jim@kailycidaho.com
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): $ 7500

Description of Event: BBQ & PARADE ON MAIN ST.

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 State of Idaho, Blaine County, the City of Hailey, 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: To Be Furnished Agent Name:

Address: Phone:

HOLD HARMLESS CLAUSE

Permittee (organization/applicant) shall indemnify and hold harmless the City of Hailey, its agents, its employees and authorized volunteers from and against all claims, damages, losses and expenses, including attorney’s fees, arising out of the permitted activity or the conduct of Permittee’s operation of the event if such claim (1) is attributable to personal injury, bodily injury, disease or death, or to injury 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/No</th>
<th>Check all Planned Activities</th>
<th>Yes/No</th>
<th>Check all Planned Activities</th>
</tr>
</thead>
<tbody>
<tr>
<td>✓</td>
<td>Street Closures &amp; Access / Parade&lt;br&gt;Detailed map listing areas of closure, parade route is required. An FTD permit is required for Main Street.</td>
<td>✓</td>
<td>Alcohol served (name of provider) TO BE DETERMINED</td>
</tr>
<tr>
<td>✓</td>
<td>Street Closures &amp; Access / Parade require your Event Coordinator to notify all affected businesses, churches schools and neighborhoods</td>
<td>✓</td>
<td>Requires alcohol catering permit (Hailey Code 5.13)</td>
</tr>
<tr>
<td>#</td>
<td>Canopies/Tents/Membranes/Temporary Structures&lt;br&gt;(Number &amp; Size(s)&lt;br&gt;City of Hailey Fire Department, Fire Code Enforcement</td>
<td>#</td>
<td>Alcohol sold/Liquor Catering License required&lt;br&gt;City of Hailey Municipal Code 5.04, 5.08, 5.12</td>
</tr>
<tr>
<td>✓</td>
<td>Medical Services&lt;br&gt;(Circle) First Aid and/or EMS Services&lt;br&gt;Who is providing services?</td>
<td>✓</td>
<td>Food/Beverages will be served (List Caterers): ALBINIOS OR ATKINSONS</td>
</tr>
<tr>
<td>#</td>
<td>Security (detail who, number of officers, times, attach plan)</td>
<td>#</td>
<td>Vendors items sold/ solicitation</td>
</tr>
<tr>
<td>✓</td>
<td>Traffic Control / Shuttle Buses&lt;br&gt;(Number of buses, locations, hours of operation, attach plan.)</td>
<td>✓</td>
<td>LIQUOR ONLY</td>
</tr>
<tr>
<td>✓</td>
<td>Electricity / Generators (Size)&lt;br&gt;Attach detailed electrical plan.</td>
<td>✓</td>
<td>Booths: Profit/ Non-Profit</td>
</tr>
<tr>
<td>✓</td>
<td>Water&lt;br&gt;Drinking / Washing (circle)</td>
<td>✓</td>
<td>Lighting plan: attach plan</td>
</tr>
<tr>
<td>✓</td>
<td>Gray Water Barrel / Grease Barrel&lt;br&gt;(circle detail # and locations)</td>
<td>✓</td>
<td>Activities / Entertainment (Agenda) LIVE Other equipment or entertainment MUSIC</td>
</tr>
<tr>
<td>✓</td>
<td>Sanitation -Trash bins, Dumpsters, Recycle&lt;br&gt;(circle # and locations)</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>Porta Toilets / Wash Stations&lt;br&gt;(Quantity ADA Regular)</td>
<td>✓</td>
<td>Stages (Number and Size(s)&lt;br&gt;15' x 30'</td>
</tr>
<tr>
<td>#</td>
<td>Barricades. How many Easiest access to park</td>
<td>#</td>
<td>EVENT estimated attendance</td>
</tr>
<tr>
<td>✓</td>
<td># 20-40 Number of staff working event</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 cleanup 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: 10-18-07

9/12/2007
There will be 8 cones per intersection on Main St.

All sign spacing will be at 200.

Cones will be 36" with retro reflective strips.

All signs will be retro reflective 48" x 48".

Police Officer
North Bound Traffic
South Bound Traffic
Parade Route

Detour

Haley 4th of July Traffic Detour Route