

CITY OF MUSCATINE

TITLE 3, CHAPTER 14

License # \_\_\_\_\_  
Wallet # \_\_\_\_\_  
Sticker # \_\_\_\_\_  
Receipt # \_\_\_\_\_  
Issued \_\_\_\_\_  
Expires \_\_\_\_\_

APPLICATION FOR USE OF ANY STREET, SIDEWALK, ROADWAY, ALLEY,  
PARK, PUBLIC WAY, PROPERTY OR FACILITY

1. Name of applicant and sponsoring organization, if any:

**Muscatine Second Saturday**

Address: **221 East 2nd Street**

Telephone number: **563-571-1281**

E-mail address: **muscatinescondsaturday@gmail.com**

2. Type of event that is planned:

**Second Saturday is a once a month arts & music festival**

We have moved September's event to the third Saturday this year in order to collaborate with Big Brothers Big Sisters of Muscatine County and The Special Olympics, "Over The Edge" event.

3. Proposed location:

**Iowa Avenue from Mississippi Drive to 3rd Street and 2nd Street from Iowa Avenue to Cedar Street. (See map for details)**

**Provisions for construction and/or flooding will be discussed with City Staff at least 2 weeks prior to event date.**

4. Date(s)/Time(s): **September 21st. Event time 4-8pm**

5. Expected length of use: **2-9pm**

6. Expected size of group: **1500-3000**

7. Names of any person or persons in charge of the proposed use at the specified location:

**Please see attached document**

Address(es): **Please see attached document**

Telephone Number(s): **Please see attached document**

E-mail address(es): **Please see attached document**

8. Names and addresses of any persons to be featured as entertainers or speakers:

**A list of performers will be available 2 weeks prior to each event.**

9. List mechanical or electronic equipment to be used:

**Sound amplification**

10. Number and type of any motor vehicles or other forms of transportation to be used, including bicycles, boats, carriages and golf carts:

**None**

11. Number and types of animals to be used:

**None**

12. A description of any sound amplification to be used:

**There will be 2 areas with sound amplification for entertainment.  
Staging area 1 rotates ends at Iowa Ave (See Map)  
Staging area 2 is located at 2nd & Cedar Streets**

13. Proposed monitoring of the group and/or activity including the number of people who will direct traffic, set up, clean up and maintain order, if necessary:

**1. Committee members listed on the attached document  
2. 12 + Volunteers  
3. Police presence**

14. All plans for the provision of security:

**Volunteers at barricades & Police presence**

15. Beer or wine consumption? Yes \_\_\_\_\_ No **X**

16. Describe any items to be sold or distributed:

**Art and other hand crafted items, food, & beverages**

17. Is water connection requested? Yes **X** No \_\_\_\_\_

18. Is electricity requested? Yes **X** No \_\_\_\_\_

19. Have you provided a layout site plan for your proposed activity or event? Yes **X** No \_\_\_\_\_

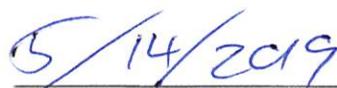
If yes, please attach.

If no, please explain:

20. Do you understand that you will be financially responsible for all site restoration needed to restore the site to pre-event status? Yes **X** No \_\_\_\_\_

The applicant agrees to indemnify, defend and save harmless the City of Muscatine, together with its agents, officers and employees, from any and all claims, lawsuits, damages, losses and expenses, of whatever nature, which may result from or arise from the activity or event covered by the permit, including but not limited to the use of public ways, irrespective of whether said claims are frivolous or meritorious.

  
\_\_\_\_\_  
Authorized Representative

  
\_\_\_\_\_  
Date

**TO BE COMPLETED BY CITY DEPARTMENTS:**

I have reviewed the attached application with the following recommendations:

Recommend  
Approval

YES  NO

  
Parks & Recreation \_\_\_\_\_  
Date

Comments:

YES  NO

  
Building & Zoning \_\_\_\_\_  
Date 5-3-19

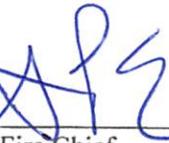
YES  NO

  
Public Works \_\_\_\_\_  
Date 5/1/19

YES  NO

  
Police Chief \_\_\_\_\_  
Date 5/1/19

YES  NO

  
Fire Chief \_\_\_\_\_  
Date 5-1-19

**FINAL APPROVAL:**

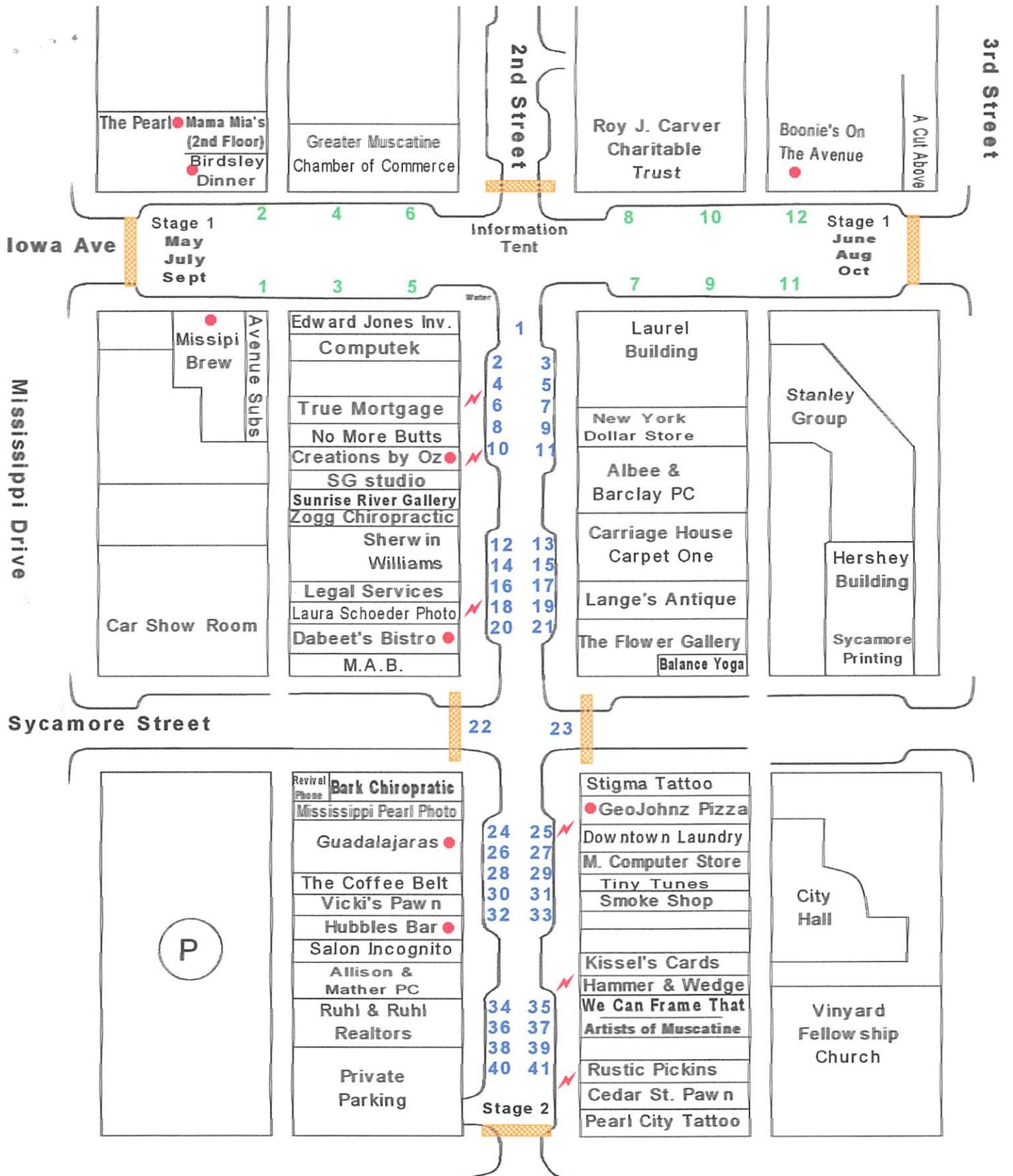
YES  NO

\_\_\_\_\_  
City Administrator Date

## Muscatine Second Saturday Committee Contacts

Committee Chair: Flynn Collier  
Recorder: Tammi Clark  
Treasurer: Anne Collier  
Permits Coordinator: Melissa Osborn  
Vendor Coordinator: Melissa Lowrey  
CBI Sponcor Rep: Jon Moravec

Flynn Collier ([flynncollier@gmail.com](mailto:flynncollier@gmail.com)) 563-571-1281  
Tammi Clark ([grumpytammi@hotmail.com](mailto:grumpytammi@hotmail.com)) 563-272-8951  
Anne Collier ([anmawico@hotmail.com](mailto:anmawico@hotmail.com)) 563-554-1997  
Melissa Osborn ([creationsbyoz@gmail.com](mailto:creationsbyoz@gmail.com)) 319-930-9189  
Melissa Lowery ([rusticpickens@yahoo.com](mailto:rusticpickens@yahoo.com)) 319-621-2733



# 2nd Muscatine Second Saturday

Shopping • Dining • Music • Fun

**LEGEND**

- Electric Access
- Serves alcohol
- Barriers
- Vendor spaces
- Food Vendors & Activities