

License #	_____
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Receipt #	_____
Issued	_____
Expires	_____

**CITY OF MUSCATINE**

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

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

Muscatine Holiday Stroll  
 \_\_\_\_\_  
 Address: 301 E Third St., Muscatine, IA 52761  
 \_\_\_\_\_  
 Telephone Number: 563.383.2311  
 \_\_\_\_\_  
 E-mail Address: kbrix@qctimes.com  
 \_\_\_\_\_

2. Type of event that is planned:

Holiday Stroll, this annual event features entertainment inside and out, holiday displays ,shopping and dining. For the safety of attendees the event this year is Covid 19 complaint by keeping the streets open for visitors to come and go as they please through a 3 day period where business have the option to extend business hours to accommodate waves of customers.

3. Proposed location:

downtown Muscatine

4. Date(s)/Time(s): Thursday 12/3 - Saturday 12/5 All day event with extended hours to 7:30pm / lighting of the tree Friday 12/4 @ 5

5. Expected length of use: 3 days

6. Expected size of group: attendance will be varied

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

Kayla Brix

Address(es): 301 E 3rd St, Muscatine, IA 52761  
 \_\_\_\_\_  
 Telephone Number(s): 563-383-2311  
 \_\_\_\_\_  
 E-mail Address(es): kbrix@qctimes.com  
 \_\_\_\_\_

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

N/A

9. List mechanical or electronic equipment to be used:

None known at this time on public property.

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

N/A

11. Number and types of animals to be used:

None are known at this time but if we receive any requests we can pass them along.

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

Band and public address sound systems may be in use.

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:

We request assistance from the Muscatine Police Dept. request patrolling of area during extending of hours 12/3- 12/5 4:30-7:30

14. All plans for the provision of security:

Businesses are responsible for the security in their own stores. Request cooperation with the Muscatine Police department for security downtown primarily on 2nd

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

16. Describe any items to be sold or distributed:

No items are being requested at this time and any vendors/organizations will be referred to the city for permits.

17. Is water connection requested: Yes \_\_\_\_\_ No X

18. Is electricity requested: Yes X No \_\_\_\_\_

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

If yes, please attach.

If no, please explain:

We will discuss at the pre-event meeting with city staff./ Lighting from Muscatine Power and Water for Street Decorations / Lighting of the Christmas Tree at First National bank Friday 12/4 and 5pm

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.

Kayla Brix  
\_\_\_\_\_  
Authorized Representative

10/06/2020  
\_\_\_\_\_  
Date

**TO BE COMPLETED BY CITY DEPARTMENTS:**

I have reviewed the attached application with the following recommendations:

Recommend  
Approval

Comments:

YES  NO

*Richard Miles* 10-13-20  
Parks & Recreation Date

Approval subject to  
following all COVID-19  
mandates.

YES  NO

*[Signature]* 10-13-20  
Community Development Date

YES  NO

*[Signature]* 10/13/20  
Public Works Date

YES  NO

*[Signature]* 10/13/20  
Police Chief Date

YES  NO

*[Signature]* 10-13-20  
Fire Chief Date

**FINAL APPROVAL:**

YES  NO

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

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_