

## CITY OF MUSCATINE

License #	_____
Wallet #	_____
Sticker #	_____
Receipt #	_____
Issued	_____
Expires	_____

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 Journal

Address: 301 E. 3<sup>rd</sup> street, Muscatine

Telephone Number: 563-262-0552

E-mail Address: Karla.pinner@muscatinejournal.com

② Type of event that is planned:

Holiday Stroll 2015 + Parade

(lighted) candle (lanterns)

large live tree on corner of Cedar + 2<sup>nd</sup>

③ Proposed location:

2<sup>nd</sup> street - Mulberry Ave to Pine st  
Pine street parking lot  
Cedar to 3<sup>rd</sup> st

4. Date(s)/Time(s): Friday, December 4, 2015

5. Expected length of use: Holiday Stroll 5:30-8pm / close streets @ 4pm - re-open

by 9pm / close Pine st parking lot by noon

6. Expected size of group: 2,000

by 9pm / close Pine st parking lot by noon

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

Karla Pinner 563-262-0552

Address(es): 301 E. 3<sup>rd</sup> street, Muscatine

Telephone Number(s): 563-262-0552

E-mail Address(es): Karla.pinner@muscatinejournal.com

Rich  
emailed to 9/3/15 - 9:30a

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

Various - TBA

will update when closer to event

9. List mechanical or electronic equipment to be used:

Various speakers thru-out outside  
lights on streets

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

Vehicle w/ Santa will parade  
bicycles  
still determining

11. Number and types of animals to be used:

Dogs only at this time

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

sound system for vocalists

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:

cooperation w/ Muscatine Police Dept and  
non-profit groups recruited for clean-up

14. All plans for the provision of security:

Requesting extra Police officers walking  
streets during stroll from Muscatine  
Police Dept

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

16. Describe any items to be sold or distributed:

at this time - only free hot chocolate +  
cookies Distributed - will update when  
closer

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

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

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

If yes, please attach.

If no, please explain:

it will be similar to 2014 w/ addition of  
Cedar to 3rd > map will be provided when  
closer to event

20. Do you understand that you will be financially responsible for all site restoration needed to restore the  
site to pre-event status? Yes  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.

Kaela A. Rains

Authorized Representative

9/1/15

Date

**TO BE COMPLETED BY CITY DEPARTMENTS:**

I have reviewed the attached application with the following recommendations:

Recommend  
Approval

YES  NO

Martiney Flores

Date

Parks & Recreation

YES  NO

Karen M. Hall

Date

9-21-15

Community Development

YES  NO

Davidell & Sue

Date

9/18/15

Public Works

YES  NO

R. D. C.

Date

10/06/15

Police Chief

YES  NO

B.C. Johnson

Date

10-5-15

Fire Chief

Comments:

Approval subject to attendance at pre event meeting.

NO HOMEMADE PRODUCTS ONLY PRE-PACKAGED

Security ARRANGEMENTS will be developed @ pre event meetings.

**FINAL APPROVAL:**

YES  NO

City Administrator

Date