

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 Chamber of Commerce Foundation (partnership with
Address: ~~Big Brothers Big Sisters & Special Olympics~~
100 W 2nd Street, Muscatine IA 52741
Telephone Number: 563-263-8895
E-mail Address: SSides@muscatine.com

2. Type of event that is planned:

Fundraising event for GmccI, Big Brothers Big Sisters
and special Olympics. There will be days of activities
in the area or block of where folks will ~~go~~ rappel
from the top of the Laurel Building - main event.

3. Proposed location:

Rappels will be at Laurel Building - 209 Iowa Ave
and we are requesting that Iowa Avenue, between
2nd + 3rd Street be closed for the rappel site and
ground activities. (2nd + 3rd streets remain open).

4. Date(s)/Time(s): From Noon on Thursday 10/18/18 thru Noon on Sat.
10/20/18 (Thursday for setup / Friday for event / Sat for cleanup)
5. Expected length of use: Thursday - 10/18/18 thru Saturday, 10/20/18 (noon)
6. Expected size of group: Not to exceed 400 people @ any given time?

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

Shelley Sides - GmccI
Lindsey Phillips - Big Brothers Big Sisters
Jason Miller - Special Olympics

Address(es): Muscatine IA

Telephone Number(s): SS = 563-506-8786 LP = 563-571-5459 Jm = 563-299-8169

E-mail Address(es): SSides@muscatine.com; Lphillips@muscatiney.org;
Jmiller@muscatiney.org

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

Details to come - Not determined yet.
Media coverage throughout day on Friday -
October 19th (8am - 5pm)

9. List mechanical or electronic equipment to be used:

Sound System including P.A. provided by Media
Video Recording equipment provided by Media
Cameras operated by Professional Photographers,
Over the Edge. Technical team will provide appealing equipment

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

None anticipated.

11. Number and types of animals to be used:

None anticipated

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

Sound system provided by Media/Entertainment

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:

Set up + Clean up will be done by ⁽³⁾ organization's volunteers.
will request road barricades and sanitation from City of Muscatine.
Requesting assistance for safety / traffic concerns
from the Muscatine Police Dept.

14. All plans for the provision of security:

Over the Edge will secure C&H work area required in landing area.
Barricades requested to block C&H traffic on Iowa Ave between 2nd & 3rd St.
Requesting assistance from Muscatine Police Dept on Friday - Oct 19th from 8am-6pm

15. Beer or wine consumption? Yes ☒ No ☐

16. Describe any items to be sold or distributed:

VIP area with food/drinks from licensed caterer/restaurant(s).
More items could be added by Event Committee with proper licensing & fees.

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. attached...

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 ☒ 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.

Shelly Sider
Authorized Representative

May 1, 2018
Date

TO BE COMPLETED BY CITY DEPARTMENTS:

I have reviewed the attached application with the following recommendations:

Recommend
Approval

☒ YES ☐ NO


Parks & Recreation Date 5-11-18

Comments:

Approval subject to
attendance at pre-event Mtg.

☒ YES ☐ NO


Community Development Date 5-9-18

I defer to the PD, Fire
& DPW descriptions

☒ YES ☐ NO

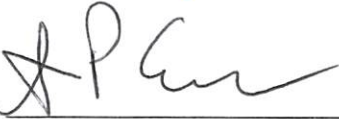

Public Works Date 5/8/18

Pre event mtg?

☒ YES ☐ NO


Police Chief Date 05/8/18

☒ YES ☐ NO


Fire Chief Date 5/8/18

FINAL APPROVAL:

☐ YES ☐ NO

City Administrator Date

OTE Map

Untitled layer

-  Barricade
-  Barricade
-  Barricade
-  Stage
-  Rappel landing area

