

City of Scottsbluff, Nebraska

Monday, October 19, 2015

Regular Meeting

Item Public Inp2

Council to consider a Community Festival Permit for Christmas Parade on Broadway and tree lighting ceremony sponsored by the Downtown Business Association on November 28, 2015, 4:00 p.m. to 9:00 p.m., including street closures, vendors and noise permit.

Staff Contact: Cindy Dickinson, City Clerk

**APPLICATION
COMMUNITY FESTIVAL, BUSINESS PROMOTIONAL EVENT, CARNIVAL
PERMIT**

To be filed with the city Clerk at least 14 days, but no more than one year before proposed event.

1. Downtown Business Association
(name of sponsoring organization)

308 765 0599 (mobile)
(street) (city) (state) (telephone number)
ANGELA KEMBEL, parade director
(chairperson responsible for event) (day telephone number)

2. Cappuccino & Company
(name of co-sponsoring organization)

1703 Broadway St NE
(street) (city) (state) (telephone number)
ANGELA KEMBEL, owner 308 635 9997 (wk)
(contact person) (day telephone number)

3. **Event Information**

Downtown Scottsbluff Holiday Parade 2015
(name of event)
Nov. 28, 2015 4pm (setup) to 9pm
(date(s) of event) (time(s) of event)
Broadway (20th to 15th) & 18th Street
(location of event) Mini Park

4. **Activity Information**

Describe general activities including whether there will be any vendors, music, loudspeakers. Serving or selling of alcoholic beverages*, etc.)

Christmas Tree-Lighting ceremony with music &
hot beverages for sale by Cappuccino & Company on site.
Photos w/ Santa Claus.

*If alcoholic beverages will be sold or served, a special permit will be required. The applicant should contact the City Clerk for more information.

5. **Street Closure**

Broadway at alleys, 20th & 1st Avenue, 18th Street (Park)

Please note any streets to be closed and the times required for closure

6. **Flags/Banners/Signs**

Potential sign in 18th Street park for Pictures with Santa

7. **Carnivals - If event includes a carnival, the next sheet should be completed.**

8. Have you provided for a public liability insurance policy naming the City as additional insured?

Yes 8 No _____

Jeri Goodman - First National Bank

Community Festival/Business Promotion

Street Carnival

\$200,000 for one person
\$500,000 for any one accident
\$ 50,000 for injuries to property

\$ 800,000 for one person
\$2,000,000 for any one accident
\$ 200,000 for injuries to property

9. Have you provided either a \$2,500.00 cash deposit or surety bond for clean up. (This will be returned after it is determined that no repairs or clean up is required by City).

Yes _____ No _____

I (We) agree to abide by all regulations as stated in the Scottsbluff Municipal code regulating this permit.

Dated: 10/9/15

Signed:

Downtown Business Assoc.
(name of sponsoring organization)

[Signature]
(signature of authorized representative of sponsoring organization)

Cappuccino & Company
(name of co-sponsoring organization)

[Signature]
(signature of authorized representative of co-sponsoring organization)