

City of Scottsbluff, Nebraska

Monday, November 7, 2016

Regular Meeting

Item Public Inp2

Council to consider a Community Festival Permit for the Holiday Parade and special events on Broadway sponsored by the Downtown Scottsbluff Association on November 26, 2016, 4:00 p.m. to 8:00 p.m., including street closures, vendors and noise permit.

Staff Contact: Nathan Johnson, City Manager

**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 Scottsbluff Association – DSA
(name of sponsoring organization)

(street) (city) (state) (telephone number)

Angela Kembel 308-765-0599
(chairperson responsible for event) (day telephone number)

2. _____
(name of co-sponsoring organization)

(street) (city) (state) (telephone number)

(contact person) (day telephone number)

3. Event Information

Downtown Scottsbluff Holiday Parade 2016
(name of event)

11-26-16 4-8pm
(date(s) of event) (time(s) of event)

Broadway and 18th Street Plaza with line-up on First Avenue
(location of event)

4. Activity Information

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

Hot air balloon glow in 18th Street Plaza, food vendors on 18th Street (blocked off), Christmas music via Bluffs Broadcasting speakers

*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

18th street from Broadway to just past 1st Avenue, 4-8pm
Please note any streets to be closed and the times required for closure

6. Flags/Banners/Signs

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

Community Festival/Business Promotion

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

Street Carnival

\$ 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).

NO

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

Dated: ___ 11-4-16 _____

Signed:

Downtown Scottsbluff Association
(name of sponsoring organization)

Angela Kembel, chairman
(signature of authorized representative of
sponsoring organization)

(name of co-sponsoring organization)

(signature of authorized representative of
co-sponsoring organization)