

CITY OF MUSCATINE

TITLE 3, CHAPTER 14

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

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

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

Address: 408 East 2<sup>nd</sup> Street Muscatine, Iowa 52761

Telephone Number: 563-272-7907

E-mail address: starkweather@hnicorp.com

2. Type of event that is planned:

HNI Corporation Family Fun Day and picnic

3. Proposed location:

Muscatine Weed Park

4. Date(s)/Time(s): Sunday, August 20, 2017 from 8:00 am – 4:00 pm

5. Expected length of use: Tent/ride set up on Friday, August 18<sup>th</sup> at 10:00 am due to state inspection changes

6. Expected size of group: 5600

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

Kevin Skarich, Vice President of Member and Community Relations

Peggy Starkweather, Manager of Member and Community Relations

Address(es): 200 Oak Street Muscatine Iowa 52761

Telephone Number(s): 563-272-7907

E-mail address(es): starkweather@hnicorp.com

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

[Redacted]

9. List mechanical or electronic equipment to be used:

Mechanical rides/inflatables/games;  
Equipment for food prep, service and storage  
DJ equipment for announcements and music

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

(3) golf carts for trash pickup, (2) gators for security teams; (6) school buses providing transportation and the vendor will have large trucks parked on street during set up and at maintenance yard during event

11. Number and types of animals to be used:

None

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

(3) 400 watt full range speakers with 15" woofers and (2) 700 watt/amp sub-woofers

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:

Park will be closed to traffic with the exception of aquatic center staff, vendors, school buses and emergency vehicles. Security will staff entry points. Event staff will coordinate set up, tear down and clean up.

14. All plans for the provision of security:

(10) officers will be used to staff entry points and patrol park during event. Additional officers will provide security beginning at 4:00 on Friday for the set up

15. Beer or wine consumption? Yes  No

16. Describe any items to be sold or distributed

Nothing will be sold. Food/non alcoholic beverages (pop, water, tea, lemonade) will be consumed during event and prizes will be awarded throughout the day.

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:

\_\_\_\_\_

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 of event covered by the permit, including but not limited to the use of public ways, irrespective of whether said claims are frivolous or meritorious.

Larry Schlueter  
Authorized Representative

10/13/10  
Date

TO BE COMPLETED BY CITY DEPARTMENTS:

I have reviewed the attached application with the following recommendations:

Recommend

Approval

Comments:

Yes No

Parks & Recreation

Date

Approval subject to  
attendance at pre-meetng mtgs.

Yes No

Building & Zoning

Date

for pre-meeting  
requirements

Yes No

Public Works

Date

Yes No

Police Chief

2/21/17

Yes No

Fire Chief

Date

FINAL APPROVAL

Yes No

City Administrator

Date