

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 Soapbox Derby - Matt Wendt, Josh Onken

Address: PO Box 1422, Muscatine, IA 52761

Telephone Number: 309-373-1986

E-mail Address: muscatinederby@gmail.com

2. Type of event that is planned:

Derby Fest 2017. Soapbox Derby car safety inspections and car show.

3. Proposed location:

-Iowa Ave between 2nd & 3rd Street

4. Date(s)/Time(s): June 17th, 2017 11am-4pm

5. Expected length of use: 5 hours

6. Expected size of group: 250+

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

Matt Wendt, Tony Kelly

Address(es): PO Box 1422, Muscatine, IA 52761

Telephone Number(s): 309-373-1986, 563-340-6679

E-mail Address(es): muscatinederby@gmail.com

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

N/A

9. List mechanical or electronic equipment to be used:

Scales, Measuring tools for inspecting car safety.

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

40+ soapbox derby cars. Trucks/trailers dropping off/picking up cars from site.

11. Number and types of animals to be used:

N/A

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

N/A.

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:

8 race directors will setup/cleanup. 2 directors of volunteers will coordinate traffic flow.

14. All plans for the provision of security:

Race directors will monitor crowd, coordinate with Boonie's staff and/or MPD if any issues arise.

15. Beer or wine consumption? Yes _____ No X

16. Describe any items to be sold or distributed:

Boonies on the Ave will be setting up tables in the street. They may sell food/beverages from an outside stand near their restaurant. Boonies will be 100% responsible for obtaining necessary permits/licenses for food/beverage sales. The Derby itself will not be selling anything.

17. Is water connection requested: Yes _____ No X

18. Is electricity requested: Yes _____ No X

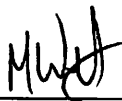
19. Have you provided a layout site plan for your proposed activity or event? Yes X No _____

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 x 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.



Authorized Representative

3/1/17

Date

TO BE COMPLETED BY CITY DEPARTMENTS:

I have reviewed the attached application with the following recommendations:

Recommend
Approval

☒ YES ☐ NO

Michael Miller 3-15-17
Parks & Recreation Date

Comments:

Approval subject to
attendance at pre-event
meeting.

☒ YES ☐ NO

[Signature] 3.1.17
Community Development Date

per pre-event requirements

☒ YES ☐ NO

[Signature] 3/13/17
Public Works Date

Concerned about effect of Mrs. Dr.
detour route on this event.

More discussion needed

☒ YES ☐ NO

B. Telford 3/1/17
Police Chief Date

☒ YES ☐ NO

APC 3-1-17
Fire Chief Date

FINAL APPROVAL:

☐ YES ☐ NO

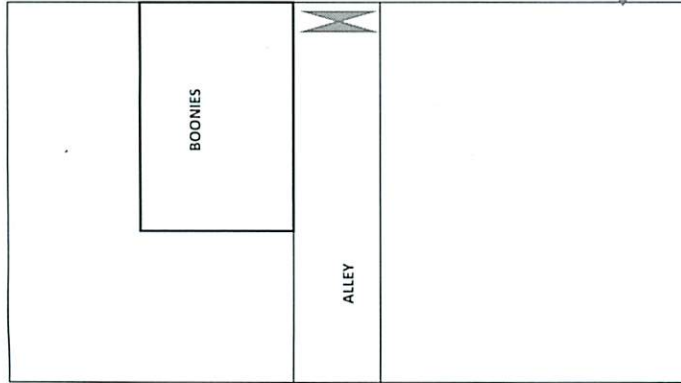
City Administrator Date

MUSCATINE ADULT SOAPBOX DERBY FEST 7 INSPECTIONS
JUNE 17TH, 2017
PROPOSED SITE PLAN

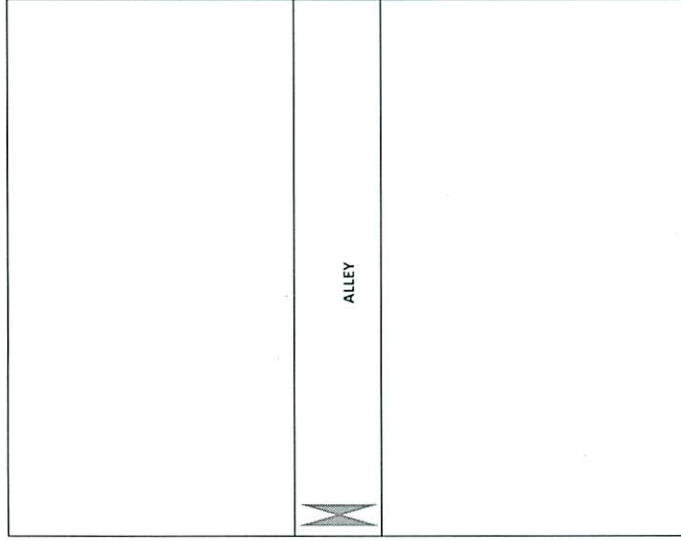
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3RD STREET

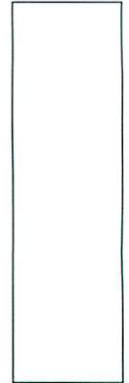


3RD STREET



2ND STREET

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2ND STREET