

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 Holiday Stroll c/o Community Foundation

Address: 208 W. 2nd St. #213

Telephone Number: 563-571-3183

E-mail Address: muscatineholidaystroll@gmail.com; jaime.limoges@muscatinejournal.com

2. Type of event that is planned:

Holiday Stroll, this annual event features entertainment inside and out, strolling characters, holiday refreshments and holiday displays. The large turnout is what dictates the street closure for the safety of attendees.

3. Proposed location:

2nd St. from Pine St. to Mulberry

4. Date(s)/Time(s): Friday, December 1st, 5:00pm - 8:30pm

5. Expected length of use: 4-6 hours including clean-up

6. Expected size of group: attendance is usually in the thousands

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

Jaime Limoges

Address(es): 2262 Ridgeview Dr., Muscatine, IA 52761

Telephone Number(s): Event Cell - 563-571-3183; work cell - 563-272-1087; daytime work # 563-262-0552

E-mail Address(es): jaime.limoges@muscatinejournal.com

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

Not available at this time.

9. List mechanical or electronic equipment to be used:

None known at this time on public property

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

golf cart for use by event staff

11. Number and types of animals to be used:

None are known at this time but if we receive any requests we can pass them along

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

Band and public address sound systems may be in use

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:

This year's event is being coordinated by a committee who is recruiting area organizations to assist in set-up and clean-up. We request assistance from the Muscatine Police dept to direct traffic as needed. We also request use of city barricades.

14. All plans for the provision of security:

Businesses are responsible for the security in their own stores. Request cooperation with the Muscatine Police department for security on 2nd St.

15. Beer or wine consumption? Yes _____ No **X** _____

16. Describe any items to be sold or distributed:

No items are being requested at this time and any vendors/organizations will be referred to the city for permits.

17. Is water connection requested: Yes _____ No **X** _____

18. Is electricity requested: Yes **X** _____ No _____

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

If yes, please attach.

If no, please explain:

We will discuss at the pre-event meeting with city staff.

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.

Jaime Limoges

Authorized Representative

11/6/2017

Date

TO BE COMPLETED BY CITY DEPARTMENTS:

I have reviewed the attached application with the following recommendations:

Recommend
Approval

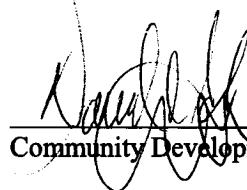
YES NO

 Michael Miller 11-7-17
Parks & Recreation Date

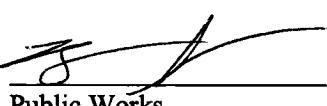
Comments:

Approval subject to
attendance at pre-event
meeting

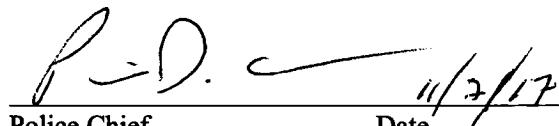
YES NO

 Nancy 11-7-17
Community Development Date

YES NO

 Public Works 11/7/17
Public Works Date

YES NO

 P. D. 11/7/17
Police Chief Date

YES NO

 Al Evans 11/7/17
Fire Chief Date

FINAL APPROVAL:

YES NO

City Administrator Date
