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CITY OF MUSCATINE

**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:

Greg Harper, race director 41 Melon City Criterium

Address: 619 Sunrise Circle

Telephone Number: 563-260-5393

E-mail Address: gharper@machlink.com

2. Type of event that is planned:

41st Melon City Criterium bike race

3. Proposed location:

Muscatine Weed City Park

4. Date(s)/Time(s): May 26, 2019

5. Expected length of use: 6am-6pm

6. Expected size of group: 1000+

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

Greg Harper, Melon City Bike Club

Address(es): 619 Sunrise Circle

Telephone Number(s): 563-260-5393

E-mail Address(es): gharper@machlink.com

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

Various regional & national bike racers and team.

9. List mechanical or electronic equipment to be used:

Professional finishline camera /stage and sound system

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

1-2 motorcycle for race officails, 1 pace vehicle.

11. Number and types of animals to be used:

no animals

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

Tenspeeds Productions,finishline service, camera, stage with sound system.

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:

Melon City Bike Club members at crossings.

14. All plans for the provision of security:

Melon City Bike Club crossing guards, communicate with police department as needed.

15. Beer or wine consumption? Yes _____ No no

16. Describe any items to be sold or distributed:

Local food trucks as allowed with city 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 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 side 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.

Greg Harper

Authorized Representative

1/15/2019

Date

TO BE COMPLETED BY CITY DEPARTMENTS:

I have reviewed the attached application with the following recommendations:

Recommend
Approval



YES



NO


Parks & Recreation

1-21-19

Date

Comments:


Approval subject to
attendance at pre-event
meeting.



YES



NO


Community Development

1-18-19

Date



YES



NO


Public Works

1/18/19

Date



YES



NO


Police Chief

1/18/19

Date



YES



NO


Fire Chief

1-21-19

Date

FINAL APPROVAL:



YES



NO

City Administrator

Date

Rich Klimes, Director
Muscatine Parks and Recreation
City Hall Muscatine, IA. 52761

Good morning Mr. Klimes

This year will be the 41st Annual Melon City Criterium bike race. The date for this year's bike race is Sunday, May 26, 2019.

The Melon City Bike Club requests the closure of Weed City Park roads to vehicle traffic for the day of the bike race. Weed Park road closure would be from 6:30 a.m. to 5:30 p.m.

As in previous years, the Melon City Bike Club members will cooperate with the Muscatine Police dept., Parks and Recreation dept. and the City Street dept. in safety measures for the Melon City Criterium. Road barricades, street sweeping, posting of no parking signs are examples of the assistance the city provides. The Melon City Bike Club has received excellent cooperation from the city for 40 years. The Melon City Bike Club will abide by all city requirements and I look forward to working with your department again this year. The certificate of insurance with the city named as a third party will be forwarded to city hall prior to the bike race.

Local clubs, organizations, or vendors may be selling food in the park the day of the bike race with the proper city permits.

The aquatic center is a great facility for the racers to change clothes. Could the aquatic center be open for the racers again this year?

If you have suggestions on improving the event please contact me.

Respectfully,

Greg Harper, race director
Melon City Criterium
Melon City Bike Club, inc.
P.O. Box 431
Muscatine, IA 52761
Cell ph. 563-260-5393
gharper@machlink.com

1. The first step is to identify the problem. This involves understanding the current situation and the goals that need to be achieved.