

MEMORANDUM

TO: Gregg Mandsager, City Administrator
FROM: Richard Klimes, Director of Parks and Recreation 
DATE: January 12, 2013
RE: Request To Use Public Property – 2013 Muscatine Boat Show

INTRODUCTION:

Please accept this memo and the attached information as a request from Mr. Dave Moritz to use the Muscatine Riverfront from June 5-9, 2013 from 6:00 a.m. to 9:30 p.m. daily for the "That Was Then. This Is Now. Muscatine Boat Show."

BACKGROUND:

The Boat Show Committee and Mr. Moritz have been very responsible in the past and have worked cooperatively with City Staff and other riverfront usage enthusiasts. This event will involve thousands of boating enthusiasts from all over the Midwest to come to Muscatine for the many boating related activities involved with this event.

This request needs to be approved by the City Council due to the request to close the riverfront to normal activities.

RECOMMENDATION/RATIONALE:

At this time, City Staff would recommend that the City Council approve the request as submitted for the 2013 That Was Then. This Is Now. Muscatine Boat Show.

Additionally, the Muscatine Recreation Advisory Commission at the January 2013 regular meeting fully endorsed the request to use the Muscatine Riverfront as requested.

BACKUP INFORMATION:

1. City Special Event Application Form – City Code Title 3, Chapter 14

Thank you for your time and attention to this matter. Please contact me if you have any comments, questions, or concerns.

C. Les Dennis, Park Maintenance Supervisor

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:

Dave Moritz, Muscatine Boat Show Committee

Address: 225 IOWA AVE, MUSCATINE, IA 52741

Telephone number: 563-260-1970

E-mail address: moritzdavid@stankeygroup.com

2. Type of event that is planned:

That was then. This is Now
Muscatine Boat Show

3. Proposed location:

Muscatine Riverside Park,

4. Date(s)/Time(s): June 7-9, 2013 6:00am - 9:30pm.

5. Expected length of use: June 5-9, 2013

6. Expected size of group: 200 to 300 Cars, & Boats, & Spectators.

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

Dave Moritz

Address(es): 212 W SUMMIT WILTON IA 52778

Telephone Number(s): 563-260 1970

E-mail address(es): same as above

(Buildings Reserved: June 3rd - 9th)

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:

P.A. system, & Electrical connections as
in the past.

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

See item #6 along with golf carts
for service vehicles.

11. Number and types of animals to be used:

N/A

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

City & Comm Foundation speaker system
we installed.

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:

Muscatine Boat Show Comm. volunteer
network. Randy Howell brings down
barricades and we break down and
return.

14. All plans for the provision of security:

City Police has extra rounds in
park Friday & Saturday night
as available.

15. Beer or wine consumption? Yes _____ No ☒

16. Describe any items to be sold or distributed:

N/A other than event T-shirts.
We are a non-profit with any
proceeds put back to future events.

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 _____

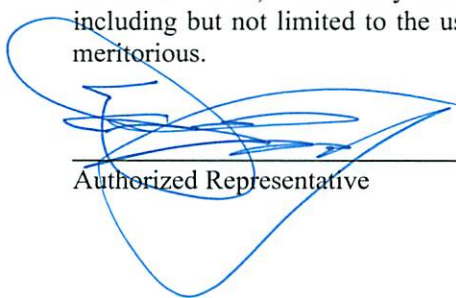
If yes, please attach.

If no, please explain:

Same as past years but recreational
boating only. No powered
race boats for 2013.

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 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

12-06-12
Date

TO BE COMPLETED BY CITY DEPARTMENTS:

I have reviewed the attached application with the following recommendations:

Recommend
Approval

☒
YES

☐
NO

Richard Miller 1-8-13
Parks & Recreation Date

Comments:

Approval subject to
attendance at pre-event
meeting.

☒
YES

☐
NO

[Signature] 1/14/13
Building & Zoning Date

☒
YES

☐
NO

Fredrick L. Shi 1/9/13
Public Works Date

☒
YES

☐
NO

B. Talgh 1/10/13
Police Chief Date

☒
YES

☐
NO

[Signature] 1/10/13
Fire Chief Date

FINAL APPROVAL:

☐
YES

☐
NO

City Administrator Date

RK Put on Agenda

