Allison Head

From: noreply@civicplus.com
Sent: Tuesday, April 17, 2018 10:53 AM
To: Jodi Quakenbush; Allison Head
Subject: Online Form Submittal: Special Event Application

Special Event Application

Step 1

City Clerk's Office
(712) 328-4616

First Name	Haley
Last Name	Mace
Email Address	4maces@cox.net
Address1	1228 S. Main st
Address2	*Field not completed.*
City	Council Bluffs
State	Iowa
Zip	51503
Phone Number	~~7123962495~~ 712.396.2494
Event Name	Celebrate CB
Event Location	Hanafan River's Edge, Bayliss Park & streets around downtown Council Bluffs
Estimate of Number of Participants	1,000+
Type of Event	Parade*, Concert, Neighborhood/Block Party
*Acknowledgement to Proceed	I Agree
Date of Event	05/11/2018
Time of Event	05/20/2018

Set Up Date	05/11/2018
Date Taken Down	05/20/2018
Brief Description of the Event	Celebrate CB starts on the morning of May 11 with the arrival of BBQ teams for the BBQ in the Bluffs contest that continues on Saturday 12th. Friday evening we will hold our opening ceremonies with a ribbon cutting, mayoral proclamation, announcement of parade grand Marshall, free concert with The Free & Easy Band, food & beer vendor. Tuesday May 15th Clean Sweep will take place in Bayliss Park and around CB with community members picking up track along streets throughout CB. Thursday Toby's Carnival comes to town and will be in operation Thursday evening, Friday evening, Saturday all day and Sunday 1-5. Friday May 18th the Ag Committee will hold a fundraiser cookout at Bayliss Park. Saturday May 19th will start with the annual parade and be followed by free children's actives throughout Bayliss Park, as well food vendors, free music and a carnival provided by Toby's Carnival.
Additional permits required with event includes:	Noise, If event includes music, a live band, or noise of any kind a request for a noise variance must be made.
Traffic Control	Request Police Assistance
Explain Police Assistance Needs	We have been in contact with Council Bluffs police for all of our events.
Street Closures	Request Street Closure (Must include Map)
Upload File (Map, Street Closure Permission, etc.)	ParadeStreetClosure_South2018.pdf
Upload File (Map, Street Closure Permission, etc.)	BaylissParksRec2018.pdf
Please check any of the following boxes that apply to this event.	animals, portables (porta=potties) recommendations based on duration/people attending, using a park, sidewalk or street surrounding a park, using any public area, there will be alcoholic beverages being sold
If you checked any of the boxes above, please give a brief description below:	Free pony rides at Bayliss Park on Saturday May 19th after the parade. Portables will be utilized at Harahan Park as well as Bayliss Park and in set-up locations along parade route. Alcoholic beverages will be sold by a vendor which holds his own state licensing and insurance.

Insurance Requirements:
An Insurance Certificate is required in the amount of $1,000,000, for Liability coverage, listing the City of Council Bluffs as an additional insured, for all events.

Insurance Requirements	*Field not completed.*

PLEASE NOTE:
This request form must be submitted or returned to the City Clerk's Office, 209 Pearl Street, at least 10 business days prior to the event. If not returned within 10 business days the event will be denied. If you have any questions, please contact the City Clerk's Office (712) 328-4616.

Noise Variance Request

Application Date	05/11/2018
Requesting Person: (Name, Mailing Address, Phone Number, Email Address)	The 712 Initiative For Celebrate CB 1228 S.Main St Council Bluffs, IA 51503. 4maces@cox.net
Organization/Event	Celebrate CB
Event Location	Hanafan River's Edge Park
Event Date	5/11/2018 - 5/12/2018
Event Time	7:00 AM - 10:30 PM
Explain Source of Noise and Specific Hours of Noise	We will have a band playing from 7:00pm until 10:00PM

PLEASE NOTE:
**Letters of approval may be required from surrounding residents/businesses.*

Street Closure Permission

We the undersigned residents in the City of Council Bluffs, Iowa, DO NOT object to the closing of the following street for a special event:

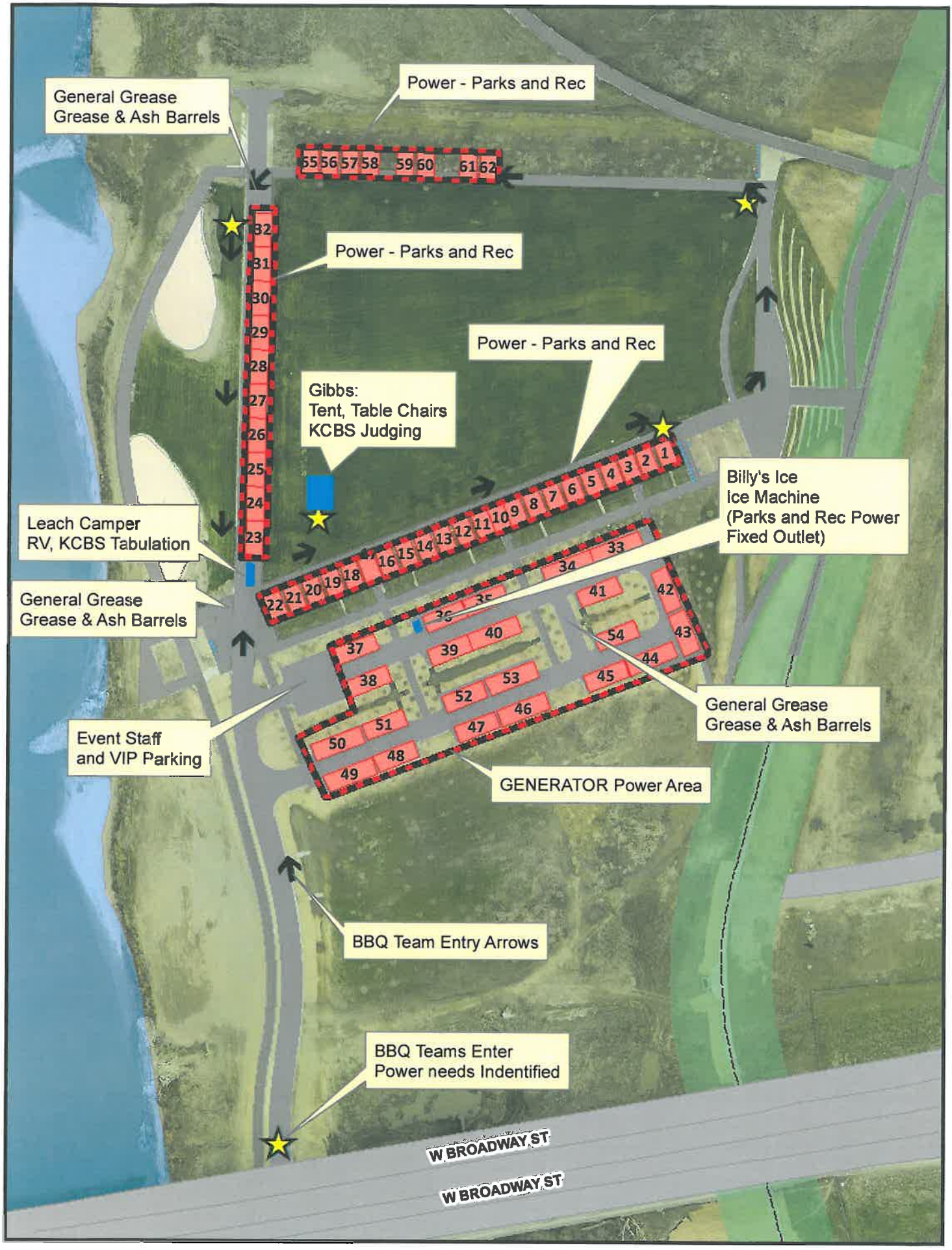
Street:	See attached maps,working with public works & CB Police
Event Date and Time	5/19/2018 6:00 AM - 5/19/2018 5:00 PM

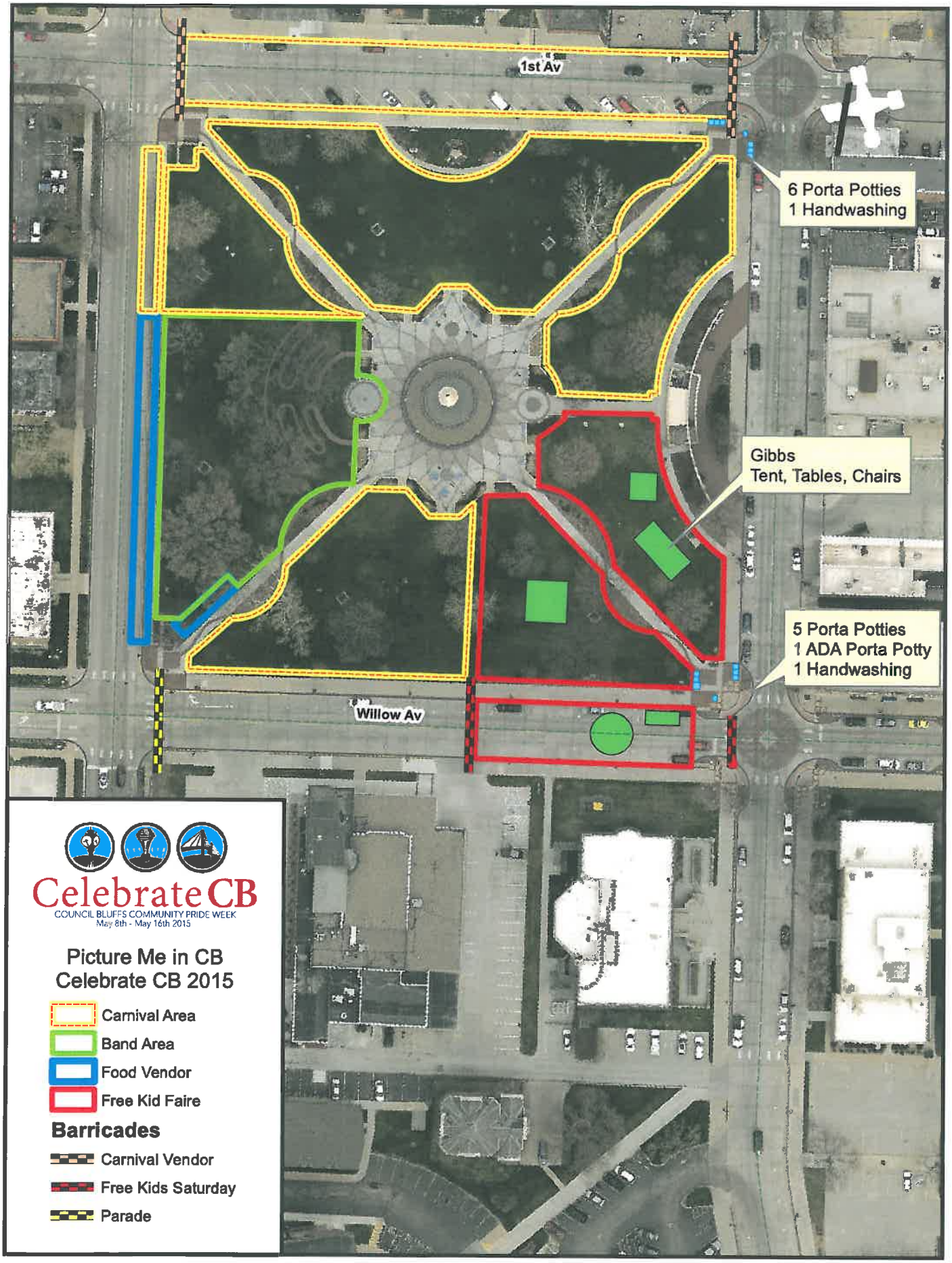
**Only one name per household and only residents of a property affected by the closure will be considered as legitimate endorsers.*

Signer Information:	*Field not completed.*
Signer Information:	*Field not completed.*

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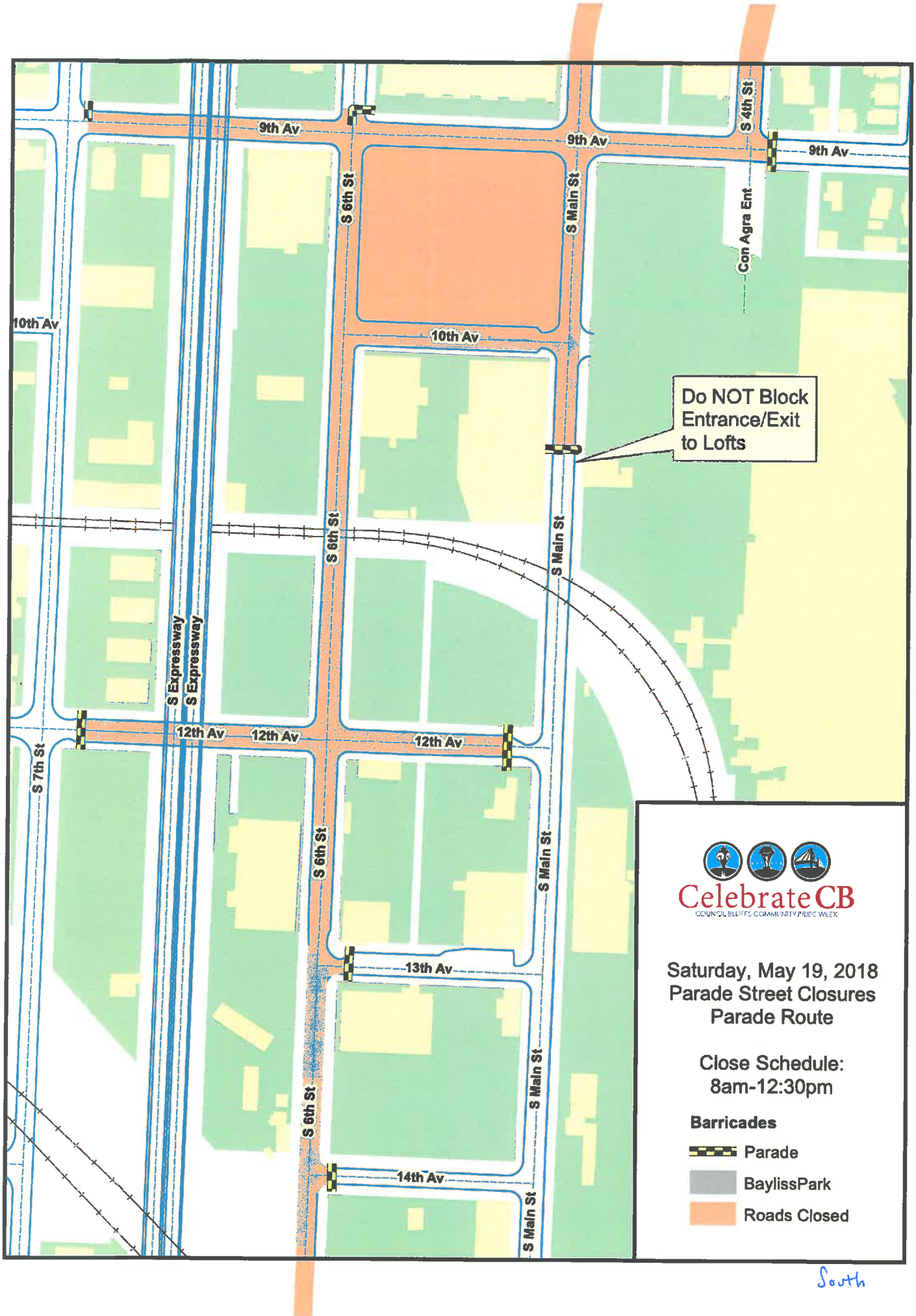

General Grease
Grease & Ash Barrels
Power - Parks and Rec
55 56 57 58 59 60 61 62
32 31 30 29 28 27 26 25 24 23
Power - Parks and Rec
Power - Parks and Rec
Gibbs:
Tent, Table Chairs
KCBS Judging
1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22
Billy's Ice
Ice Machine
(Parks and Rec Power
Fixed Outlet)
Leach Camper
RV, KCBS Tabulation
General Grease
Grease & Ash Barrels
33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54
General Grease
Grease & Ash Barrels
Event Staff
and VIP Parking
GENERATOR Power Area
BBQ Team Entry Arrows
BBQ Teams Enter
Power needs Indentified
W BROADWAY ST
W BROADWAY ST


1st Av
6 Porta Potties
1 Handwashing
Gibbs
Tent, Tables, Chairs
5 Porta Potties
1 ADA Porta Potty
1 Handwashing
Willow Av
CelebrateCB
COUNCIL BLUFFS COMMUNITY PRIDE WEEK
May 8th - May 16th 2015
Picture Me in CB
Celebrate CB 2015
Carnival Area
Band Area
Food Vendor
Free Kid Faire
Barricades
Carnival Vendor
Free Kids Saturday
Parade


W Broadway St
Scott St
N Main St
W Broadway St
W Broadway St
W Broadway St
S 6th St
Carnival Area
Closed Wednesday
to Sunday
1st Av
S 4th St
Bluff St
1st Av
S 6th St
Pearl St
Willow Av
Willow Av
Willow Av
S 4th St
5th Av
5th Av
5th Av
S 6th St
Pearl St
S 4th St
6th Av
S 6th St
CelebrateCB
COUNCIL BLUFFS COMMUNITY PRIDE WEEK
Saturday, May 19, 2018
Parade Street Closures
Parade Route
Close Schedule:
8am-12:30pm
Barricades
Parade
BaylissPark
Roads Closed
North


Willow Av
S 4th St
Bluff St
Pearl St
5th Av
S 6th St
S 3rd St
6th Av
Story St
7th Av
S Main St
Worth St
8th Av
9th Av
Con Agra Ent
Celebrate CB
COUNCIL BLUFFS COMMUNITY PRIDE WEEK
Saturday, May 19, 2018
Parade Street Closures
Parade Route
Close Schedule: 8:00 AM to 12:30pm
Barricades
Parade
BaylissPark
Roads Closed

Middle


9th Av
9th Av
9th Av
S 4th St
S 6th St
S Main St
Con Agra Ent
10th Av
10th Av
Do NOT Block Entrance/Exit to Lofts
S 6th St
S Main St
S Expressway
S Expressway
12th Av
12th Av
12th Av
S 7th St
S 6th St
S Main St
13th Av
S 6th St
S Main St
14th Av
S Main St
CelebrateCB
COUNCIL BLUFFS COMMUNITY PRIDE WEEK
Saturday, May 19, 2018
Parade Street Closures
Parade Route
Close Schedule:
8am-12:30pm
Barricades
Parade
BaylissPark
Roads Closed

South

Allison Head

From: Debbie Tritsch
Sent: Friday, April 20, 2018 11:36 AM
To: Allison Head
Subject: RE: Celebrate CB Application

Allison,
Health does not need to sign off on anything for this event.
Deb

Debbie Tritsch, B.S.
Administrative Secretary
City of Council - Public Health Department
209 Pearl Street
Council Bluffs IA 51503
712-328-4666

Visit Council Bluffs Online

From: Allison Head
Sent: Friday, April 20, 2018 11:25 AM
To: Christopher Gibbons <cgibbons@councilbluffs-ia.gov>; Brandon Garrett <bgarrett@councilbluffs-ia.gov>; Alex Ford <aford@councilbluffs-ia.gov>; Justin James <jjames@councilbluffs-ia.gov>; Debbie Tritsch <dtritsch@councilbluffs-ia.gov>; Richard Wade <rwade@councilbluffs-ia.gov>; Geoff Hubbard <ghubbard@councilbluffs-ia.gov>; Jason Bailey <jmbailey@councilbluffs-ia.gov>; Timothy Carmody <tjcarmody@councilbluffs-ia.gov>; Greg Reeder <greeder@councilbluffs-ia.gov>; Pat Miller <pmiller@councilbluffs-ia.gov>; Tiffany Nation <tnation@councilbluffs-ia.gov>; Mark Franz <mfranz@councilbluffs-ia.gov>; Terie Zimmerman <tzimmerman@councilbluffs-ia.gov>
Subject: Celebrate CB Application

Good Morning,

I am attaching the application for the rest of the Celebrate CB events. Please respond with approval/comments.

The liquor portion will go to Council on May 9th.

Terie, I will forward to you the COI once I receive it.

Allison Head
Administrative Secretary
City of Council Bluffs – Clerk's Office
209 Pearl Street
Council Bluffs, IA 51503
ahead@councilbluffs-ia.gov
712-890-5262

Visit Council Bluffs Online

Allison Head

From: noreply@civicplus.com
Sent: Thursday, March 29, 2018 9:08 AM
To: Jodi Quakenbush; Allison Head
Subject: Online Form Submittal: Special Event Application

Special Event Application

Step 1

City Clerk's Office
(712) 328-4616

First Name	Lindsey
Last Name	Havard
Email Address	havard.lindsey@yahoo.com
Address1	424
Address2	*Field not completed.*
City	Marceline
State	Missouri
Zip	64658
Phone Number	6608647093
Event Name	Celebrate CB
Event Location	Bayliss Park
Estimate of Number of Participants	1,000+
Type of Event	Carnival*
*Acknowledgement to Proceed	I Agree
Date of Event	May 17-19
Time of Event	Thurs-Fri 6-11; Saturday- parade time until midnight.
Set Up Date	Monday, May 14

Daniel 620.235.6667

Date Taken Down	Sunday, May 20
Brief Description of the Event	Carnival is set up in the park and on the street north of park. I believe committee will take care of street closure. Carnival will include rides, food and games. We will stop into city hall upon arrival to pay for barricades.
Additional permits required with event includes:	*Field not completed.*
Traffic Control	*Field not completed.*
Explain Police Assistance Needs	Only if it is required by city ordinance.
Street Closures	*Field not completed.*
Upload File (Map, Street Closure Permission, etc.)	*Field not completed.*
Upload File (Map, Street Closure Permission, etc.)	*Field not completed.*
Please check any of the following boxes that apply to this event.	using a park, sidewalk or street surrounding a park, using any public area
If you checked any of the boxes above, please give a brief description below:	For the below insurance requirements. I will have our insurance company email you directly. please email me upon approval and let me know where to send insurance email.

Insurance Requirements:
An Insurance Certificate is required in the amount of $1,000,000, for Liability coverage, listing the City of Council Bluffs as an additional insured, for all events.

Insurance Requirements	*Field not completed.*

PLEASE NOTE:
This request form must be submitted or returned to the City Clerk's Office, 209 Pearl Street, at least 10 business days prior to the event. If not returned within 10 business days the event will be denied. If you have any questions, please contact the City Clerk's Office (712) 328-4616.

Noise Variance Request

Application Date	3/29/2018
Requesting Person: (Name, Mailing Address,	Lindsey Havard, Toby's Carnival 424 E Santa Fe, Marceline, Mo 64658 havard.lindsey@yahoo.com

Phone Number, Email Address)	
Organization/Event	Celebrate CB
Event Location	Bayliss Park
Event Date	5/17/2018 - 5/19/2018
Event Time	9:00 AM - 11:45 PM
Explain Source of Noise and Specific Hours of Noise	A running carnival creates a certain amount of noise.

PLEASE NOTE:
**Letters of approval may be required from surrounding residents/businesses.*

Street Closure Permission

We the undersigned residents in the City of Council Bluffs, Iowa, DO NOT object to the closing of the following street for a special event:

Street:	*Field not completed.*
Event Date and Time	*Field not completed.*

**Only one name per household and only residents of a property affected by the closure will be considered as legitimate endorsers.*

Signer Information:	*Field not completed.*
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