

MEMORANDUM

DATE: January 27, 2015

TO: Honorable Mayor and City Commission

VIA: Kenneth Fields, City Manager

FROM: Jennifer Nanek, Assistant to the City Manager/Deputy City Clerk

RE: Lincoln Avenue Basketball Court Dedication on February 10, 2015

SYNOPSIS: This Special Event Application is for the dedication of the new Lincoln Avenue Basketball Court to take place Tuesday, February 10, 2015 from 3:30pm-6:00pm.

RECOMMENDATION

It is recommended that the City Commission take the following actions:

1. Approve the special event permit application for the Lincoln Avenue Basketball Court dedication to take place on February 10, 2015 from 3:30pm-6:00pm
2. Approve one-way westbound traffic only on Lincoln Avenue from E Street to G Street and close alleys to that portion of Lincoln Avenue.

BACKGROUND

The City of Lake Wales in partnership with the Amar'e Stoudemire Foundation has recently completed construction a new basketball court in the park on Lincoln Avenue. A dedication event is planned on February 10th when Mr. Stoudemire is planning to be in town so that he may attend. The event will begin at 3:30 pm, after Roosevelt Academy buses have cleared out, and end at 6:00 pm. The event is proposed to be a family event with music, bounce house, BBQ and ice cream. The new sign will also be unveiled.

City staff recommends allowing one-way west bound only traffic on Lincoln Avenue and closing the adjacent alleys to improve management of traffic and parking for this event.

This event is hosted by the City of Lake Wales in partnership with the Amar'e Stoudemire Foundation which is covering the costs of the vendors, bounce house, port-o-lets and DJ.

OTHER OPTIONS

Do not approve the special event application.

FISCAL IMPACT

The city will cover 100% of the costs for Police and Public Services for the event.

ATTACHMENTS

Special Event Application
Street Map

City of Lake Wales Application for Special Event Permit

Sponsor City of Lake Wales
Name of Event Lincoln Avenue Basketball Court Dedication
Description Dedication of new Basketball Court sponsored by Amare Stoudemire Foundation
Location Lincoln Ave. Park
Beginning Date 2/10/15 **Ending Date** 2/10/15 **Hours of Operation** 3:30pm -6pm
Sponsor Contact Jennifer Nanek
Mailing Address 201 Central Ave.
City Lake Wales **State** FL **ZIP** 33853
Sponsor Type municipal govt **Contact Phone #** 863-678-4182x270
(non-profit, professional, educational, religious, etc./commercial)


Indicate manner in which each will be handled; If City assistance is requested, please indicate. (If item not applicable, indicate n/a)

Sanitary Facilities Rhodas Rentals
Parking along the street, E Street
Site Preparation City Staff
Site Clean-up City Staff

- Will vehicular traffic control be required? No Yes (Requires coordination with city Police and Public Works departments)
- Will pedestrian control be required? No Yes (Requires coordination with city Police and Public Works departments)
- Will city street(s) be closed? No Yes (Requires Commission approval)
- Will state road(s) be closed? No Yes (Requires permit from Dept. of Transportation))
- Will add'l trash receptacles be required? No Yes (Requires coordination with Florida Refuse)
- Will tent(s) be erected? No Yes (Requires building permit and inspection) *nothing over 10x10*
- Will temporary structure(s) be erected? No Yes (Requires building permit and inspection)
- Will electrical service be installed? No Yes (Requires electrical permit and inspection)
- Will live animal(s) be included in event? No Yes (Requires coordination with city Code Enforcement Officer)
- Will amusement ride(s) be operated? No Yes (Requires permit from Department of Agriculture and Consumer Services)
- Will food vendor(s) be utilized? No Yes (Requires health permit & county occupational license)
- Will craft or other vendor(s) be utilized? No Yes (Requires county occupational license)

- Attachments.** (items marked "x" are required with all applications; indicate additional attachments)
 - Diagram site location & Layout, traffic patterns, electrical, etc.
 - Agreement to Assume Financial Responsibility for Injury or Damage
 - Legal Description & notarized letter of consent (required for event on private property)
 - Dept of Transportation Road Closing Permit (required for state road closing)

Sponsor has received a copy of Ordinance 93-02 and understands that Sponsor will be required to show proof of Liability Insurance and will be required to reimburse City for costs associated with Special Event unless such requirements are specifically waived by the City Manager in granting the permit. City occupational license fees are required for some events as specified in Ordinance 93-02.

 JAN 27 2015
 Signature of Sponsor's Authorized Representative Date



CITY OF LAKE WALES
FACILITY USE APPLICATION, CONTRACT AND PERMIT FOR
AGREEMENT TO ASSUME FINANCIAL RESPONSIBILITY FOR INJURY OR DAMAGE

Applicant: City of Lake Wales **Event:** Basketball court dedication **Location:** Lincoln Ave Park

The Sponsor (hereinafter referred to as "the permittee"), shall indemnify, defend, and hold harmless the City of Lake Wales (hereinafter referred to as "the City"), and all of its officers, agents, and employees from any claim, loss, damage, cost, change, or expense arising out of any acts, actions, neglect, or omission by the Permittee, its agent, employees, or subcontractors during the performance of the permitted event, whether direct or indirect, and whether to any person or property to which the City or said parties may be subject, except that neither the Permittee nor any of its agents, employees, or subcontractors will be liable under the agreement for damages arising out of the injury or damage to persons directly caused or resulting from the SOLELY negligence of the City or any of its officers, agents, or employees.

Permittee's obligation to indemnify, defend and pay for the defense or at the City's option, to participate and associate with the City in the defense and trial of any damage claim or suit and any related settlement negotiations, shall be initiated by the City's notice of claim for indemnification to Permittee. Permittee's inability to evaluate liability or its evaluation of liability shall not excuse Permittee's duty to defend and indemnify within seven days after such notice by the City is provided by registered mail. Only an adjudication or judgement after highest appeal is exhausted specifically finding the City SOLELY negligent shall excuse performance of this provision by Permittee. Permittee shall pay all costs and fees related to this obligation and its enforcement by the City. City's failure to notify Permittee of a claim shall not release the Permittee of the above duty to defend.

It is understood and agreed that the rights and privileges herein set out are granted only to the extent of the City's right, title and interest in land to be entered upon and used by the Permittee, and the Permittee will, at all times, assume all risk of and indemnify, defend, and save harmless the City from and against any and all loss, damage, cost, and expense arising in any manner on account of the exercise or attempted excise by said Permittee of the aforesaid rights and privileges.

During the event, the Permittee shall observe all safety regulations of the City, and the Permittee shall take measures to ensure the safety of the public.

In case of non-compliance with the City's requirements in effect as the approved sate of the permit resulting from this agreement, said permit is void.

JAN 27 2015

Signature of Sponsor or Authorized Representative of Sponsor

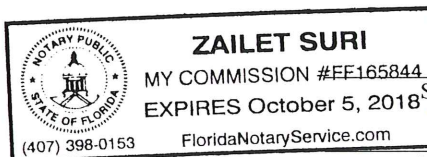
Date

Printed Name

State of Florida
County of Polk

The forgoing instrument was acknowledged before me this 27th day of Jan, 2015 by

Kenneth Fields



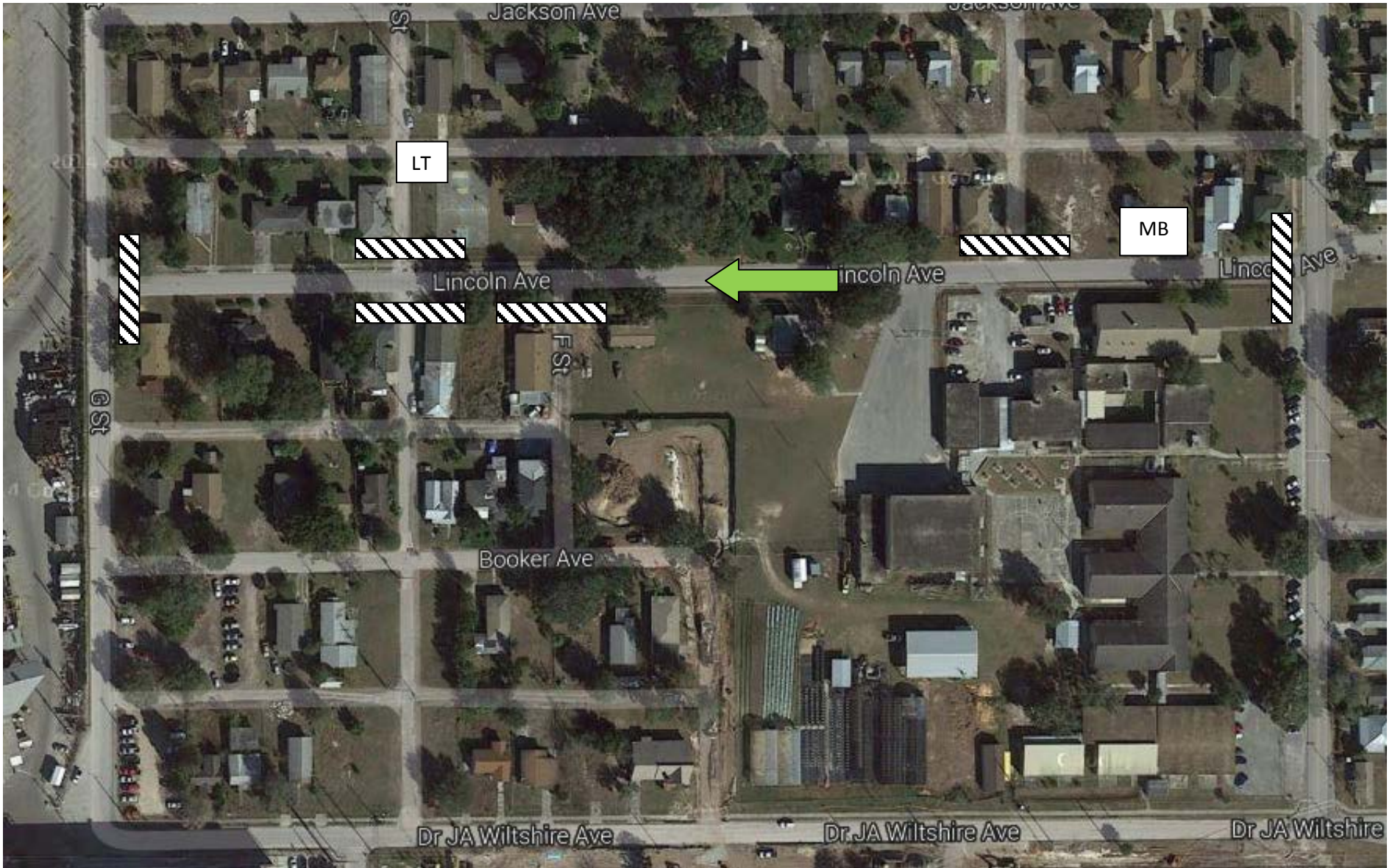
Name of Notary Typed, Printed, or Stamped

(NOTARY SEAL)

Personally Known OR Produced Identification

Type of Identification Produced: _____





Light Tower – LT

Basketball Court – Lincoln Avenue Dedication Event.

Message Board – MB