COUNCIL AGENDA: FEBRUARY 3, 2015

SUBJECT: APPROVAL FOR COMMUNITY CIVIC EVENT - GALAXY 9 THEATRES

AND SPECIAL OLYMPICS OF TULARE COUNTY - MCFARLAND USA

5K RUN - FEBRUARY 21, 2015

SOURCE: Finance Department

COMMENT: Galaxy 9 Theatres and Special Olympics of Tulare County are requesting approval to hold a 5K run in conjunction with the opening of the movie,

McFarland USA, on Saturday, February 21, 2015, from 7:30 a.m. to 9:00 a.m. The run will start and finish at the Galaxy 9 Theatres. Although no street closures are requested, volunteers will be posted at intersections

and police staff will be monitoring the route.

This application is submitted in accordance with the Community Civic Events Ordinance No. 1326, as amended and has been routed according to the ordinance regulations and reviewed by all departments involved. All requirements are listed on the attached Application, Agreement and

Exhibit A and Exhibit B.

RECOMMENDATION: That Council approve the Community Civic Event

Application and Agreement from Galaxy 9 Theatres and Special Olympics of Tulare County, subject to the Restrictions and Requirements contained in Application,

Agreement, Exhibit A and Exhibit B.

ATTACHMENT: Community Civic Event Application and Agreement, Exhibit

A, Exhibit B, Run Route, Outside Amplifier Permit and

Certificate of Liability.

D.D. Appropriated/Funded/MB C.M.

Item No

291 N. Main Street, Porterville, CA 93257 559-782-7451 Fax: 784-4569 www.ci.porterville.ca.us

(Incomplete applications can delay permit process)

# APPLICATION AND AGREEMENT FOR A PERMIT TO HOLD A COMMUNITY CIVIC EVENT OR OTHER ACTIVITY TO BE HELD ON PUBLIC PROPERTY

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DO YOU HAVE?	Event Flyer?			Website?	•
Application date:	12-30-1		nt date:2	<del>`````````````````````````````</del>	
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	ess: <u>631 N In</u>				11-5
Event chairpersor	n: Stacy Si	mental	Phone		
				359-	85/1
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Parks facility a	pplication required:	Yes	No 🗸	Attached	
Assembly pern	nit required:	Yes	No	Attached	
STAFF COMMEN	NTS (list special required Bus. Lic. Spvr. Pub. Works Dir Comm. Dev. Dir. Field Svcs. Mgr. Fire Chief Parks Dir. Police Chief		ons for event):		
	Admin, Svcs. Dir.				

APPLICATION AND AGREEMENT FOR A PERMIT TO HOLD A COMMUNITY CIVIC EVENT OR OTHER ACTIVITY TO BE HELD ON PUBLIC PROPERTY

#### What constitutes a Community Civic Event?

A <u>non-profit organization</u> wishes to sponsor an event that is <u>open to the community at large</u> and will <u>utilize public</u> <u>property</u>. Most of the time, Community Civic Events require street or sidewalk closures. This application must be submitted NO LESS THAN 30 DAYS PRIOR to the date of the event in order to obtain City Council approval.

<u>All City Code requirements</u> are described in ordinance 15-20 (e) 1-23 and as amended in ordinance 1613. For a full description please visit our City of Porterville website at <a href="https://www.ci.porterville.ca.us/govt/CityClerk/">www.ci.porterville.ca.us/govt/CityClerk/</a>, Porterville Municipal Codes. For questions or concerns please call 559-782-7451 or 559-782-7457. Any person who violates the provisions in this code, shall be deemed guilty of either a misdemeanor or an infraction, with penalties of one hundred (\$100) for the first violation.

<u>Liability insurance</u>: The sponsoring organization/applicant agrees to provide and keep in force during the term of this permit a policy of liability and property damage insurance against liability for personal injury, including accidental death, as well as liability for property damage which may arise in any way during the term of this permit. The City of Porterville and Successor Agency to the Porterville Redevelopment Agency shall be named as additional insured. A Certificate of Liability Insurance and Additional Insured Endorsement sample forms are enclosed for your convenience. This original certificate and endorsement shall be submitted to the Finance Department prior to the City of Porterville Council's approval. The council shall condition the granting of a CCE permit upon the sponsoring entity's filing with the council a policy of public liability insurance in which the city has been named as insured or coinsured with the permittee. The policy of insurance shall insure the city, its officers, and its employees against all claims arising out of, or in connection with, the issuance of the CCE permit or the operation of the permittee or its agents or representatives, pursuant to the permit. The policy of insurance shall provide coverage of no less than one million dollars (\$1,000,000.00) per occurrence of bodily injury and property damage, combined single limit. (Ordinance 15-20(e) 18)

Authorized Representative Initials

Alcohol liability insurance: Organization/Applicant will obtain an alcohol permit if any alcoholic beverages are to be served. The insurance policy shall be endorsed to include **full liquor liability** in an amount not less than one million dollars (\$1,000,000) per occurrence. The City of Porterville shall be named as additional insured against all claims arising out of or in connection with the issuance of this permit or the operation of the permitted, his/her agents or representatives pursuant the permit. **Claims-made policies are not acceptable**Authorized Representative Initials

Health permit: Organization/Applicant will obtain or ensure that all participants obtain a 'Temporary Food Facilities' permit(s) from the Tulare County Public Health Department, if any food is to be served in connection with this Community Civic Event. To contact the Tulare County Environmental Health Department located at 5957 S. Mooney Blvd., Visalia, CA, 93277, call 559-733-6441, or fax information to 559-733-6932; or visit their website: www.tularehhsa.org.

Authorized Representative Initials

<u>First aid station</u>: Organization/Applicant will establish a first aid station, with clearly posted signs, to provide basic emergency care, such as ice/hot packs, bandages, and compresses.

Authorized Representative Initials

Agreement: The sponsoring organization/applicant agrees to comply with all provisions of the Community Civic Event Ordinance 15-20(e), as amended, and the terms and conditions set forth by City Council and stated in Exhibit 'A.' The sponsoring organization/applicant agrees, during the term of this permit, to secure and hold the City free and harmless from all loss, liability, and claims for damages, costs and charges of any kind or character arising out of, relating to, or in any way connected with his/her performance of this permit. Said agreement to hold harmless shall include and extend to any injury to any person or persons, or property of any kind whatsoever and to whomever belonging, including, but not limited to, said organization/applicant, and shall not be liable to the City for any injury to persons or property which may result solely or primarily from the action or non-action of the City or its directors, officers, or employees.

Galaxy 9 Theatres 12-30-14 (Name of Organization) (Signature) (Date)

VENDOR/PARTICIPANT LIST IN CONNECTION WITH THE APPLICATION AND AGREEMENT FOR A PERMIT TO HOLD A COMMUNITY CIVIC EVENT OR OTHER ACTIVITY TO BE HELD ON PUBLIC PROPERTY

Name of event: <u>Galaxy</u> 9 Theatre	s "McFarland USA" 5K run
Sponsoring organization: Galaxy 9 T	
Location: Galaxy 9 Theatres	Event date: 2-21-15 Event time: 7:30 am

All vendors are required to complete the business license permit form. List all firms, individuals, organizations, etc., that will engage in selling at or participate in the above-named event. NO PERMIT WILL BE ISSUED WITHOUT THIS INFORMATION. Vendors with no valid City of Porterville business license are required to pay \$1 per day to the City, with the exceptions of non-profit organizations per \*City of Porterville Municipal Code 15-20(E) Community Civic Events (16). This form should be completed at the time of application, but must be submitted NO LESS THAN ONE WEEK PRIOR TO THE EVENT.

Vendor name	Address/Telephone	Business License required?	,	Type of Activity
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<sup>\*</sup>Municipal Code 15-20(E) Community Civic Events (16): Business License Fees: Any individual, company, firm, concessionaire, fair operator, carnival operator, etc., who engages in, conducts, organizes, or promotes business for profit shall pay a business license fee of one dollar (\$1.00) per day per amusement, entertainment, exhibit, ride or per booth, space, stall, stand or other unenclosed location used for the purpose of advertising, promoting, or sale of, or taking orders for, goods or services; except that no individual, company, firm concessionaire, fair operator, carnival operator, etc., who possesses a valid city business license shall be subject to separate licensing pursuant to this subsection E16.

The nonprofit sponsor shall collect said fee and remit the fee to the city within five (5) working days following the CCE. Said remittance shall be accompanied by a complete list of participants and consecutively numbered receipts written in triplicate, containing the name, address and telephone number of the licensee, and the licensee's California seller's permit number. Said receipts shall be furnished by the city. One copy of the receipt shall be furnished to the licensee, one copy filed with the finance department of the city, and one copy retained by the CCE sponsor for a period of three (3) years for audit purposes.

REQUEST FOR STREET CLOSURES AND PUBLIC PROPERTY USAGE IN CONNECTION WITH THE APPLICATION AND AGREEMENT FOR A PERMIT TO HOLD A COMMUNITY CIVIC EVENT OR OTHER ACTIVITY TO BE HELD ON PUBLIC PROPERTY

Name of event: <u> </u>	y 9 Theatres "M	1cFar	iand USA" 5	sk r	γ <b>ν</b>
Sponsoring organization: _	Galaxy 9 Theatr	<u>es</u>	***************************************		ron desilladadold (1884) forma successiva en des
Event date: <u>2-21-</u>	-15		Hours: 7	130 MA	-9:00 AM PATTACHE! SUNES)
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Parking lots and spaces	Loca	ation			Activity
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#### REQUIREMENTS FOR COMMUNITY CIVIC EVENT GALAXY 9 THEATRES SPECIAL OLYMPICS OF TULARE COUNTY FEBRUARY 21, 2015

Finance Director:

M. Bemis

Public Works Director:

B. Rodriguez

Community Development Manager:

J. Phillips

Someone should be at the Grand Avenue intersection and Villa Avenue

intersection to protect and bring

attention to the runners.

Field Services Manager:

B. Styles

No comment.

Fire Chief:

G. Irish

No comment.

Parks and Leisure Services Director:

D. Moore

There will be volunteers at all

intersections in addition to ample police

department staff along the route.

Police Lieutenant:

J. Hall

Please see conditions/requirements

in Exhibit B.

Administrative Services Director:

P. Hildreth

Please see Exhibit A, page 2.

#### REQUIREMENTS FOR COMMUNITY CIVIC EVENT

Sponsor:

Galaxy 9 Theatres and Special Olympics of Tulare County

Event:

McFarland USA 5K Run

Event Chairman:

Stacy Simental

Location:

Galaxy 9 Theatres

Date of Event:

February 21, 2015

Time of Event:

7:30 a.m. to 9:00 a.m.

RISK MANAGEMENT:

Conditions of Approval

That Galaxy 9 Theatres provide a Certificate of Commercial General Liability Insurance Coverage evidencing coverage of not less than \$1,000,000 per occurrence, and having the appropriate Endorsement naming the City of Porterville, Successor Agency to the Porterville Redevelopment Agency, its Officers, Employees, Agents and Volunteers as Additional Insured against all claims arising from, or in connection with, the Permittee's operation and sponsorship of the aforementioned Community Civic Event.

- a. Said Certificate of Insurance shall be an original (fax and xerographic copies <u>not</u> acceptable), the Certificate shall be signed by an agent authorized to bind insurance coverage with the carrier, and the deductible, if any, shall not be greater than \$1,000.
- a. Said insurance shall be primary to the insurance held by the City of Porterville, be with a company having an A.M. Best Rating of no less that A: VII, and the insurance company must be an 'admitted' insurer in the State of California.

Approval of the Community Civic Events Permit by the Porterville City Council pertains only to authorized activities conducted at designated locations within the incorporated area of the City of Porterville, and such approval shall not be construed or interpreted to authorize sponsor utilization of public right-of-ways outside of the jurisdiction of the City of Porterville.

#### PORTERVILLE POLICE DEPARTMENT

#### Conditions/Requirements for Community Event 'McFarland USA' 5K Run - 2/21/15

- 1. Participants/Pedestrians must obey all traffic related laws.
- 2. Participants/Pedestrians must not interfere with or impede the normal flow of vehicle or pedestrian traffic.
- 3. Event staff on the race route should wear highly visible attire.
- 4. Route should be clearly marked with non-permanent markings which are removed upon conclusion of the event.
- 5. Event organizers should consider 'follow up' vehicles that have first aid supplies, water, etc., so as to treat or pick up and transport any participant who becomes ill or is otherwise unable to complete the course.
- 6. Event organizers must contact Porterville Police OIC Mark Azevedo well in advance of the event in order to discuss police participation and other traffic related concerns. OIC Azevedo can be reached at 559-782-7408.

John Hall, Lieutenant Porterville Police Department

# **GALAXY "McFarland USA" 5K Run Route**

**Start at Galaxy Theatres** 

Galaxy parking lot east to Indiana

South on Indiana to Grand

East on Grand to N El Granito

North on N El Granito into Zalud Park

Run inside Zalud Park around north softball diamond and along east fenceline out to Grand

Grand turns into N E St

South on E St to Morton

West on Morton to N El Granito

North on N El Granito to Grand

West on Grand to Indiana

West off of Indiana into Galaxy parking lot and to finish line at Galaxy Theatres

# **OUTSIDE AMPLIFIER PERMIT**

(City Ordinances #18-9 & 18-14)



This application must be submitted ten (10) days prior to the date of the event. A copy of this permit must be at the operating premises of the amplifying equipment for which this registration is issued.

Name and nome address of the applicant:	
2 Address where amplification equipment is to be used:	
Names and addresses of all persons who will use or operate the amplification equipme	ent:
Type of event for which amplification equipme t will be used:	
Dates and hours of operation of amplification equipment:	
A general description of the sound amplifying equipment to be used:	
Section 18-9  It should be unlawful for any person within the sty to use disperate or cause to be operated record player, loudspeaker, musical instrument, mechanical device machine, apparatus, or instrument for intensification or or noise in a manner so loud as to be calculated to disturb the peace and good order of the neighborhood or sleep of ordinary as to unreasonably disturb and interfere with the peace and comfort.  The operation of the proper part of the proper person to maintain, operate, onnect, or suffer or permit to be many or sound amplifier in such a manner as to cause any sound to be projected outside of they building or out of doors in any amplify sound for the proper presentation of moving picture shows, or exhibiting for the convincent hearing of patrons within or exhibition is given, without having first procured a permit from the chief of police, which permit shall be granted at the will of therefore, but which permit, when granted, shall be revocable by the city council whenever any such loudspeaker or sound a objectionable, and any such permit may be so revoked with or without notice, or with or without a formal hearing, at the optimize revocation of any such permit, the same shall not be renewed, except upon application as the first instance. (Ord. Code § 6: Penal Code Section 415 (2)  Any of the following persons shall be punished by imprisonment in the county jail for a permit four hundred dollars (\$400), or both such imprisonment and fine:  (2) Any person who maliciously and willfully disturbed thereby certify that I have read and answered all statements on this registration form and thereby certify that I have read and answered all statements on this registration form and the process of the process of the process of the process of the permit and pe	amplification of the human voice or any sound y persons in nearby residences or so loud anner as to be plainly audible at a distance of one facie evidence of a violation of this section.  Inaintained, operated, or operated, or connected y part of the city, except as may be necessary to the building or enclosure in which the show or of the chief of police upon application in writing amplifier shall by the council be deemed ion of the council, and in the event of the 312)  Inaintained, operated, or operated, or connected or part of the city, except as may be necessary to the building or enclosure in which the show or of the chief of police upon application in writing amplifier shall by the council be deemed ion of the council, and in the event of the 312)  Inaintained of the council and in the event of the 312)
Signature of Applicant  THIS OUTSIDE AMPLIFIER PERMIT HAS BEEN APPROVED. HOWEVER, WE URG CONSIDERATE OF THE GENERAL PEACE AND ORDER OF THE NEIGHBORS IN BY THESE REGULATIONS CAN RESULT IN REVOCATION OF THE PERMIT.	Date  SE YOU TO REMAIN THE AREA. FAILURE TO ABIDE
City of Porterville, Chief of Police/Designee	Date



#### CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 1/7/2015 '

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be

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## THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

# ADDITIONAL INSURED - OWNERS, LESSES OR CONTRACTORS - AUTOMATIC STATUS WHEN REQUIRED IN CONSTRUCTION AGREEMENT WITH YOU

This endorsement modifies insurance provided under the following:

#### COMMERCIAL GENERAL LIABILITY COVERAGE PART

- A. Section II Who Is An Insured is amended to include as an additional insured any person or organization for whom you are performing operations when you and such person or organization have agreed in writing in a contract or agreement that such person or organization be added as an additional insured on your policy. Such person or organization is an additional insured only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by:
  - 1. Your acts or omissions; or
  - The acts or omissions of those acting on your behalf;

in the performance of your ongoing operations for the additional insured.

However, the insurance afforded to such additional insured:

- Only applies to the extent permitted by law; and
- Will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

A person's or organization's status as an additional insured under this endorsement ends when your operations for that additional insured are completed.

B. With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:

This insurance does not apply to:

 "Bodily injury", "property damage" or "personal and advertising injury" arising out of the rendering of, or the feilure to render, any professional architectural, engineering or surveying services, including:

- The preparing, approving, or failing to prepare or approve, maps, shop drawings, opinions, reports, surveys, field orders, change orders or drawings and specifications; or
- Supervisory, inspection, architectural or engineering activities.

This exclusion applies even if the claims against any insured allege negligence or other wrong-doing in the supervision, hiring, employment, training or monitoring of others by that insured, if the "occurrence" which caused the "bodily injury" or "property damage", or the offense which caused the "personal and advertising injury", involved the rendering of or the failure to render any professional architectural, engineering or surveying services.

- "Bodily injury" or "property damage" occurring after:
  - a. All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the location of the covered operations has been completed;
  - b. That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.
- C. With respect to the insurance afforded to these additional insureds, the following is added to Section III Limits Of Insurance:

The most we will pay on behalf of the additional insured is the amount of insurance:

- Required by the contract or agreement you have entered into with the additional insured; or
- 2. Available under the applicable Limits of

Insurance shown in the Declarations; whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.