



OFFICE USE ONLY
Clerk Initials: _____
Date: _____
<input type="checkbox"/> Map Provided

Street Closing Application

Closure of all streets requires City Council approval. The City Clerk's Office will advise you of the date City Council will consider your street closure request – this may affect the date of your block party. Returning this application at least 60 days prior to the requested date(s) is recommended. The City of Bondurant has the right to deny street closure applications.

The applicant must make a reasonable attempt to obtain the signatures of everyone in the affected area,

Purpose of Street Closing: COMMUNITY EVENT Date of Application: 4/28/20

Name of Contact Person: POLICE CO. SHERIFF'S OFFICE / SGT. SILVER

Address of Contact Person: [REDACTED]

Best Contact Phone # [REDACTED] Email: [REDACTED]

Date of Street Closing: 6/27/20 Time: From 9:00^{AM} To 2:00 PM

City Code Section 53.03 3: For *commercially* zoned areas, the music end time is 12:00 midnight Sunday-Thursday and 2:00 AM Friday & Saturday. For *residential* zoned areas, the music end time per is 10:00 PM Sunday-Thursday and 12:00 midnight Friday & Saturday.

Optional Rain Date: N/A

Street(s) to block off: GRAIN ST N.E.

Attach a copy of a map showcasing the affected areas.

Intersections: GRANT ST N AND MAIN ST S.E.

Will the block party involve entertainment: Yes _____ No X

If yes, please list the start & stop time of entertainment activities:
 Start time: _____ End time: _____

If yes, please describe: (i.e.: music, inflatables, etc) _____

Applicant Signature: [Signature]

We, the property owners, do hereby acknowledge being notified of the closing of the following streets, as requested, for a Residential Block Party, on _____ (date/time).

Street(s) to block off: _____

Intersections: _____ AND _____

Name

Address

_____	_____
_____	_____
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Please attach additional pages for required signatures

STREET CLOSURE REQUIREMENTS/RULES

1. All persons living in the immediately affected area to be blocked off shall be notified in advance of the street closing. List of signatures and addresses shall accompany this permit.
2. All street closures require City Council approval.
3. City Code Section 53.03: For *commercially* zoned areas, the music end time is 12:00 midnight Sunday-Thursday and 2:00 AM Friday & Saturday. For *residential* zoned areas, the music end time per is 10:00 PM Sunday-Thursday and 12:00 midnight Friday & Saturday.
4. No beer or liquor shall be consumed on the street. All liquor must be located on private property.
5. Any music or other noise shall be kept to an acceptable level. Any valid complaint of disturbance of the peace will result in a warning and if it continues, it shall be reason to terminate the block party. The use of fireworks is not allowed per Iowa Code. Persons using fireworks may be criminally charged and the event may be terminated.
6. The City of Bondurant has barricades for rent available to not-for-profits and residents. A separate borrowing agreement is required with applicable deposit. They will be placed on the street right-of-way at the intersections of the street closing. The person(s) in charge of the block party will set out the barricades at the intersections just prior to the start of the block party. When the block party has concluded and the street right-of-way is clear of people, materials, and debris, those in charge shall remove the barricades from the street. The removed barricades shall be placed back at the location where they were dropped off. The street shall be opened for vehicular traffic no later than the concluding time listed. The Street Maintenance crew will pick up the barricades the following working day. The person(s) requesting the block party is/are responsible and will be billed for all damaged or lost barricades. The fee for damaged or lost barricades may be up to \$300.00 each.
7. Street closure applications should be turned in to the City at least 60 days prior to the requested street closure dates.
8. Return completed application to the City Clerk's Office, 200 Second Street Northeast, M-F 8-5, Questions, contact the City Clerk's Office at 967-2418.

CITY OF BONDURANT BARRICADE BORROW AGREEMENT

Organization Name Polk County Sheriff's	Date Borrowed: 6/27/20
Borrowed for what purpose (ex: name of event): Bondurant Block Party- 5K Fun Run/Walk	
Director/ Person in charge of event: Sgt Chris Silver Polk County Sheriff's Office	
Individual responsible: Chris Silver	Phone: 515-985-8208
Address: <div style="background-color: black; width: 100%; height: 20px;"></div>	Email:
I, Chris Silver , borrowed the	
barricades listed below on: <u>6/27/20</u> . The City of Bondurant will pick them up clean and not damaged on <u>6/27/20</u> at <u>Fire Station</u> (location). I understand that the City of Bondurant will bill the full cost for missing or damaged barricades. Please provide photo ID.	
Quantity	Item Description
	Barricades (\$50 deposit required)
Provide location of drop site:	
Fire Station	

Signature: *CS*
Date: 4/20/2020

(Internal Use Only)	
Amount paid for deposit	<input type="checkbox"/> CHECK# <input type="checkbox"/> CASH <input type="checkbox"/> \$50 <input type="checkbox"/> \$500 <input type="checkbox"/> Other \$
Authorized By:	

Please return to: Bondurant City Hall • 200 2nd ST NE PO Box 37 • Bondurant, IA 50035
info@cityofbondurant.com • (515)967-2418 • Fax (515)967-5732

CITY OF BONDURANT SPECIAL EVENT APPLICATION

ON THE MOVE

In order to determine if your event requires special planning by the City, this application must be completed 30 days prior to event in its entirety before any City property can be utilized (City has option to waive). Advertising your event prior to receiving a signed Special Event Application is discouraged.

(Please Print)

Name of Event Bondurant Block Party- 5K Fun Run/Walk

Date of Event 6/27/20 Location Bondurant FD and The Depot

Starting Time 9:00AM Ending Time 2:00PM Setup Time 7:30AM

Contact Person Sgt Chris Silver

ph #1 [REDACTED] ph #2 [REDACTED]

Email [REDACTED]

Addr. Contact Staci Galetich and Brittany Worrall

ph #1 [REDACTED] ph #2 [REDACTED]

Email [REDACTED]

Type of Event

A) Ceremony

B) Company Activity

C) Bike Event

D) Race Event

<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input checked="" type="checkbox"/>

E) Fundraiser

F) Cultural Event

G) Other

<input checked="" type="checkbox"/>
<input type="checkbox"/>
<input checked="" type="checkbox"/>

Describe the Event 5K Fun Run/Walk to raise money for Special Olympics of Iowa followed by a community social event in partnership with the Bondurant Fire Department.

City Properties: Trailhead/The Depot | Lake Petocka | City Park | BRSC | Main Street—Empty Lot

Event Details:

- Number of people N/A
- Open to the general public? Yes
- Tents No
- Amplified Music No
- Banners/Signs Yes
- Inflatable Houses/Toys Yes
- Trash Containers No
- Alcoholic Beverages No
- Portable Toilets No

Vendors:

- Number of Vendors No
- List of Vendors _____

•Banners/Signs: If yes, describe type, number and location.

Yard signs to be placed around town at intersections for advertisement no more than 1 week prior to event. 12 signs in total.

Signs will be placed by the Polk County Sheriff's Office and will be removed the day of the event.

*Banners/Signs may be placed along roadways to guide people to your event, but in no way may be affixed to trees, street signs, park signs or City buildings. Signs are to be removed immediately following event. Grounds markings are allowed, however spray paint is prohibited—chalk or signage would be more appropriate. Failure to do so will result in maintenance fees and/or fines according to littering ordinances.

•Alcoholic Beverages: If yes, please be aware off-duty law enforcement may be required (contact the Polk County Sherriff's office at 515-286-3333) and be aware of the City of Bondurant Code 45.02: A person shall not use or consume alcohol liquor in any public place, except premises covered by a liquor control license.... A person shall not be intoxicated or simulate intoxication in public place.

•Trash and debris cleanup: depending on the event participants, a dumpster may be required. Also, Metro Waste Authority offers Event Recycling Stands that should be considered.

Special Provisions: (city provided—for example: trash containers, barricades, etc.)
City to provide street barricades for Grain St NE between Grant St N and Main St SE

Traffic & Emergency Safety:

Do you anticipate that your event will interfere with non-participating vehicle traffic (crowd and/or traffic control)?

Please provide a map of the route.

YES NO

Do you anticipate the need for first aid booths, fire/rescue units present during your event (charges may apply)?

YES NO

Insurance: Applicants of special event applications may be required to furnish a Certificate of Insurance on fully paid comprehensive public liability and property damage insurance from a licensed broker, protecting the City of Bondurant, its officials, and employees from any and all claims which may result from or in connection to the special event. The City of Bondurant must be named as "Additional Insureds" on the certificate. Applicants must, if required by the City of Bondurant, produce a copy of the policy with all endorsements. The City of Bondurant must receive the certificate at least ten (10) days prior to the special event. Limits and type of insurance coverage may change because of the different activities of each special event. The City of Bondurant will determine all specific limits and types of insurance appropriate for the special event. City has the option to waive the insurance deadline and/or requirement.

The liability insurance limits shall not be less than the following:

General Aggregate	\$1,000,000
Products-Completed Operations Aggregate	\$1,000,000
Personal & Advertising Injury	\$1,000,000
Each Occurrence	\$1,000,000
Fire Damage (Any one Fire)	\$1,000,000
Medical Expenses (Any one person)	\$5,000

The City of Bondurant looks forward in assisting you in determining these concerns as well as any other concerns or issues you may have in this application process.

I have completed the Special Event Application. I understand the conditions under which it is issued and agree to comply with these conditions for this event.

Signature  Date 4/27/20

Printed Name Chief Tim Kerner

City Official Signature _____ Date _____

The Privacy Act of 1974 requires that each individual asked or required to furnish personal information be advised of the following:

Authority: 5 P.L. 93-579

Purpose: To provide a contact in connection with permit activities.

Routine Uses: Permit is issued under the direction of the City Administrator. The names and address of those who obtain the permit are not reported, but are kept on file at the City of Bondurant to provide point of contact in case of emergency.