

REQUEST FOR CITY COUNCIL CONSIDERATION

Meeting Date: January 8, 2024

Agenda Item: 5B	Prepared for: Mike Mahaney, City Manager
Agenda Section: Consent: Motion to Approve	Date: December 12, 2023
Subject: 34 th Annual St. Patrick's Day Parade	Division: Administration

Background:

The North Strand Optimist Club of North Myrtle Beach is requesting approval for the 34th Annual St. Patrick's Day Parade on March 16, 2024. The event will be held between the hours of 7:00 AM and 11:00 AM. Set-up will begin at 4:00 AM.

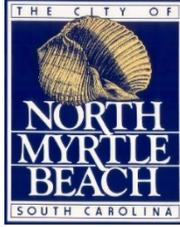
Please see attached application and map.

All applicable departments have signed off on the special event either verbally or by email.

Recommended Action:

Approve or deny the Special Event Application

Reviewed by Department Head	Reviewed by City Manager	Reviewed by City Attorney
Council Action: Motion By _____ 2 nd By _____ To _____		



FESTIVAL & SPECIAL EVENT DIRECTOR APPROVAL

Festival/Special Event: _____

Date of Event: _____

	Approval	Denial	Method	Date
City Manager/Admin:	_____	_____	_____	_____
Finance:	_____	_____	_____	_____
Human Resources:	_____	_____	_____	_____
Information Technology:	_____	_____	_____	_____
Parks & Recreation:	_____	_____	_____	_____
Planning & Development:	_____	_____	_____	_____
Public Safety:	_____	_____	_____	_____
Public Works:	_____	_____	_____	_____

Date Sent for Director Approval: _____

Any Director Comments: _____

Date for City Council Approval: _____

Certificate of Liability Insurance sent to Risk Manager: _____

Westmoreland Angela C

From: noreply@civicplus.com
Sent: Monday, December 11, 2023 11:32 AM
To: Galbreath Allison K; Sylvester, Angel; Gibbons, Matt; Fabbri Ryan L; Westmoreland Angela C
Subject: Online Form Submittal: Special Event / Festival Permit Application

Special Event / Festival Permit Application

Instructions

Instructions

To apply for a Special Event / Festival Permit, please complete this application and submit it, including required attachments, to the City of North Myrtle Beach Administration no later than 60 days before your event.

I. Applicant & Sponsoring Organization Information

Sponsoring Organization Name North Strand Optimist Club NMB

Chief Officer of Organization Dale Rieser

Applicant Name North Strand Optimist Club of NMB

Address P.O. Box 5109

Daytime Phone Number 614-266-4624

Evening Phone Number *Field not completed.*

Fax *Field not completed.*

On-Site Contact Person Dale Rieser

Pager / Cell Phone Number *Field not completed.*

Is the city a co-sponsor? Yes

What is the name of the city contact person? Angel Sylvester

II. Event Information

Event Name 34th Annual St. Patrick's Day Parade

Purpose of Event To have fun filled St Patrick's Day event for people of all ages while raising money for the North Strand Optimist Club support youth in NMB. Kick off the 34th Annual St Patrick's Day Festival.

Event Date(s) 3/16/2024

Event Date(s) *Field not completed.*

Total Expected Attendance 30,000+

Location Ocean Blvd. and Main Street

Event Hours 9:00 AM - 11:00 AM

Set-Up Hours 7:00 AM - 9:00 AM

Dismantle Hours *Field not completed.*

List any street(s) you are requesting to be closed as a result of this event. Include street name(s), day, date and time of closing and reopening:

Street One SC HWY 65 South Bound Lanes from 11th Ave N to 2nd Ave S

Date / Time Closed 3/16/2024 7:00 AM

Date / Time Opened 3/16/2024 11:00 AM

Street Two SC HWY 65 North and Southbound Lanes from 2nd Ave N to 1st Ave S to 1st Ave S

Date / Time Closed 3/16/2024 9:00 AM

Date / Time Opened 3/16/2024 11:00 AM

Street Three Main Street

Date / Time Closed 3/16/2024 8:30 AM

Date / Time Opened 3/16/2024 11:00 AM

Street Four *Field not completed.*

Date / Time Closed *Field not completed.*

Date / Time Opened *Field not completed.*

III. Event Description

Does the event involve the sale of alcoholic beverages? No

Has State Permit been applied for or received?	Yes
Will items or services be sold at the event?	No
Will there be musical entertainment at your event?	Yes
Number of Stages	<i>Field not completed.</i>
Number of Bands	4
Type(s) of Music	<i>Field not completed.</i>
Time Music Will Start & Stop	<i>Field not completed.</i>
Name of Band(s)	<i>Field not completed.</i>
Will there be any tents or canopies at the proposed event site?	No
Will there be any fireworks associated with this event?	No
Has City Permit been applied for or received?	No
Will food be served at this event?	No
Have South Carolina Department of Health and Environmental Control (DHEC) requirements been met?	N/A
Will you provide portable toilets for the general public attending the event?	Yes
Number of Portable Toilets	30
Number of Americans with Disabilities Act (ADA) Accessible Toilets	6
Will you require the use of City electricity?	No

Will you require the use of City water? No

Will you require Traffic Control? Yes

Will you require the use of City Personnel for trash removal? Yes

Please list any other services you are requesting from the City of North Myrtle Beach. *Field not completed.*

IV. Fees & Proceeds

Is the sponsoring organization a "tax exempt, non-profit" organization as defined by the Internal Revenue Service (IRS)? Yes

Will admission fees be charged to attend the event? No

Will fees be charged to vendors to participate in this event? Yes

Please provide the amount(s). Varies for parade entries. \$25-\$650

If the sponsoring organization is not a "tax exempt, non-profit" organization, will donations be made to any charitable organization(s)? N/A

V. Event Site Map

Prior to issuance of a Festival Permit, you are required to submit a Final Event Site map to the City.

Attach a site map of the proposed event site indicating the locations of the following items: [Parade Map.pdf](#)

VI. Security

Will this event require security to handle the event? No

VII. Page Information

Prior to the issuance of a Special Events Permit, proof of insurance will be required.

You must provide an Original Certificate of Insurance showing you have purchased commercial general liability insurance that names "the City of North Myrtle Beach, its officers, employees and agents" as an additional insured. Insurance coverage must be maintained for the duration of the event. The amount of insurance coverage required will depend on the risk level of the event and will be determined by the City's Risk Management Office depending on the nature of the event, additional coverage may be required.

VIII. Affidavit

Advance cancellation notice required: If this event is cancelled, please call 843-280-5604 with this information. Otherwise, City personnel and equipment may be needlessly dispatched and approvals of your future applications may be jeopardized.

Electronic Signature Agreement I agree.

Electronic Signature Dale Rieser

Date 12/11/2023

Name of Applicant Dale Rieser

Title *Field not completed.*

Applicant Email dale@upsprinting.com

Mailing Information

The original application should be clearly printed or typed and mailed to City of North Myrtle Beach, Attention: Administration, Event/Festival Application, 1018 2nd Avenue S, North Myrtle Beach, SC 29582.

Anyone with questions should call Allison Galbreath at 843-280-5604.



Blue Line – Parade Line Up

Red Line – Parade Route

Green Line – End of Parade

Yellow Lines – Participants can pull off in any of these locations to unload but cannot stop or block the parade. If a route is presently being blocked remaining participants will be told to continue on to another location