

**REQUEST FOR CITY COUNCIL CONSIDERATION**

Meeting Date: May 6, 2024

Agenda Item: 5E	Prepared for: Mike Mahaney, City Manager
Agenda Section: Consent: Motion to Approve	Date: April 8, 2024
Subject: 2024 NMB Ocean Rescue Junior Lifeguard Camps	Division: Administration

**Background:**

The North Myrtle Beach Ocean Rescue is requesting approval for the 2024 Junior Lifeguard Camps. This event will be held on June 11, 2024 to August 8, 2024, between the hours of 8:30 AM and 10:30 AM. Set-up will begin at 8:00 AM and dismantling will begin at 10:30 AM.

Please see attached application and map.

All applicable departments have signed off on the special event 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
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Council Action:  
Motion By \_\_\_\_\_ 2<sup>nd</sup> 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: \_\_\_\_\_

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Date for City Council Approval: \_\_\_\_\_

Certificate of Liability Insurance sent to Risk Manager: \_\_\_\_\_

# 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 Myrtle Beach Ocean Rescue

Chief Officer of Organization Monty Reed

Applicant Name May Wingard

Address 1024 6th Avenue South

Daytime Phone Number 843-281-3820

Evening Phone Number 843-274-8663

Fax *Field not completed.*

On-Site Contact Person May Wingard

Pager / Cell Phone Number 843-274-8663

Is the city a co-sponsor? Yes

What is the name of the city contact person? May Wingard

## II. Event Information

Event Name NMBOR Junior Lifeguard Camps 2024

Purpose of Event To provide youth ages 9-15 with beach safety skills and to create a pipeline of talent for recruitment to our city's lifeguard program. The 6th Annual Jr Lifeguard Games event is scheduled August 3rd, 8:30-10:30am.

Event Date(s) 6/11/2024

Event Date(s) 8/8/2024

Total Expected Attendance 130

Location Main Street Beach

Event Hours	8:30 AM - 10:30 AM
Set-Up Hours	8:00 AM - 8:30 AM
Dismantle Hours	10:30 AM - 11:00 AM

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	<i>Field not completed.</i>
Date / Time Closed	<i>Field not completed.</i>
Date / Time Opened	<i>Field not completed.</i>
Street Two	<i>Field not completed.</i>
Date / Time Closed	<i>Field not completed.</i>
Date / Time Opened	<i>Field not completed.</i>
Street Three	<i>Field not completed.</i>
Date / Time Closed	<i>Field not completed.</i>
Date / Time Opened	<i>Field not completed.</i>
Street Four	<i>Field not completed.</i>
Date / Time Closed	<i>Field not completed.</i>
Date / Time Opened	<i>Field not completed.</i>

### III. Event Description

Does the event involve the sale of alcoholic beverages?	No
Has State Permit been applied for or received?	N/A
Will items or services be sold at the event?	N/A
Will there be musical entertainment at your event?	No
Will there be any tents or canopies at the proposed event site?	Yes
Number of Tents	3

Will any tent be over 30 by 30 feet in the area?	No
Will there be any fireworks associated with this event?	No
Has City Permit been applied for or received?	N/A
Will food be served at this event?	Yes
Please describe.	Sliced watermelon or pre-packaged food may be served after the Junior Lifeguard games.
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?	No
Will you require the use of City electricity?	No
Will you require the use of City water?	No
Will you require Traffic Control?	No
Will you require the use of City Personnel for trash removal?	No
Please list any other services you are requesting from the City of North Myrtle Beach.	<i>Field not completed.</i>

#### **IV. Fees & Proceeds**

Is the sponsoring organization a "tax exempt, non-profit" organization as defined by the Internal Revenue Service (IRS)?	Yes
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Will admission fees be charged to attend the event?	Yes
Please provide the amount(s).	Prior registration is needed to attend the camps. Spectators are free.
Will fees be charged to vendors to participate in this event?	N/A
If the sponsoring organization is not a "tax exempt, non-profit" organization, will donations be made to any charitable organization(s)?	No

**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: [Main St. Beach Access.png](#)

**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.

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Electronic Signature Agreement

I agree.

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Electronic Signature

May L. Wingard

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Date

4/3/2024

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Name of Applicant

May Wingard

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Title

Beach Patrol Officer

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Applicant Email

*Field not completed.*

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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.*

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

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**2024 Junior Lifeguard Camp  
Daily Set Up Map**

