

REQUEST FOR CITY COUNCIL CONSIDERATION

Meeting Date: August 19, 2024

Agenda Item: 5D	Prepared for: Mike Mahaney, City Manager
Agenda Section: Consent: Motion to Approve	Date: August 6, 2024
Subject: SOS Gathering-Richmond Shag Club	Division: Administration

Background:

The Association of Carolina Shag Clubs is requesting approval for a social gathering sponsored by the Richmond Shag Club on September 17, 2024. The gathering will be held between the hours of 11:00 AM and 4:00 PM. Set-up will begin at 10:30 AM and dismantling will begin at 4:00 PM.

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
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Council Action:

Motion By _____ 2nd 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: _____

Special Event / Festival Permit Application

I. Applicant & Sponsoring Organization Information

Sponsoring Organization Name Association of Carolina Shag Clubs

Chief Officer of Organization Robin Morley

Applicant Name Susan Harrell

Address PO Box 295 Cross Hill SC 29332

Daytime Phone Number 843-455-4009

Evening Phone Number *Field not completed.*

Fax *Field not completed.*

On-Site Contact Person Shirley Lee

Pager / Cell Phone Number 804-439-0532

Is the city a co-sponsor? No

II. Event Information

Event Name Richmond Shag Club Beach Gathering

Purpose of Event Shag Club members gather to socialize

Event Date(s) 9/17/2024

Event Date(s) *Field not completed.*

Total Expected Attendance 75

Location Beach front near Ocean Bay, 201 S Ocean Blvd

Event Hours 11:00 AM - 4:00 PM

Set-Up Hours 10:30 AM

Dismantle Hours 4:00 PM

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 *Field not completed.*

Date / Time Closed *Field not completed.*

Date / Time Opened *Field not completed.*

Street Two *Field not completed.*

Date / Time Closed *Field not completed.*

Date / Time Opened *Field not completed.*

Street Three *Field not completed.*

Date / Time Closed *Field not completed.*

Date / Time Opened *Field not completed.*

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?	No
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	<i>Field not completed.</i>
Type(s) of Music	DJ
Time Music Will Start & Stop	11:00 AM - 4:00 PM
Name of Band(s)	<i>Field not completed.</i>
Will there be any tents or canopies at the proposed event site?	Yes
Number of Tents	2
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?	No
Will food be served at this event?	No
Have South Carolina Department of Health and	No

Environmental Control
(DHEC) requirements
been met?

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. None Requested

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? N/A

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:

[Oceanbay_20240723_200816_Maps 1.jpg](#)

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

Susan M Harrell

Date

7/24/2024

Name of Applicant

Susan M Harrell

Title

ACSC Representative

Applicant Email

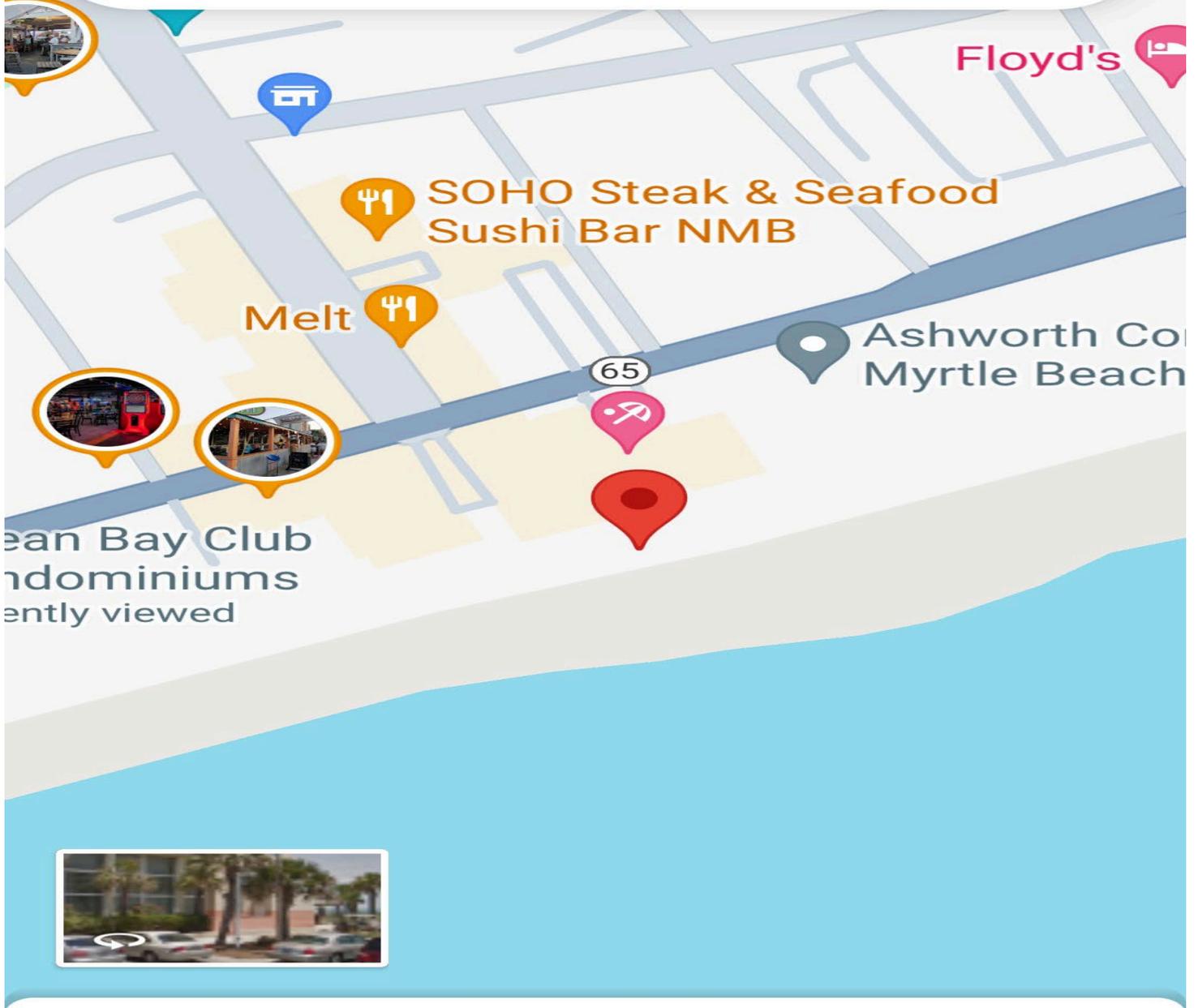
smharrell54@yahoo.com

8:08

61%



33.817966,-78.671341



Dropped pin

Near 98 N Ocean Blvd, North My...



Directions



Start



Save

