

**REQUEST FOR CITY COUNCIL CONSIDERATION**

Meeting Date: May 5, 2025

|   |  |
|---|--|
| Agenda Item: 5C   | Prepared for:<br>Ryan Fabbri, Interim City Manager |
| Agenda Section:<br>Consent: Motion to Approve                   | Date: April 29, 2025                               |
| Subject:<br>North Myrtle Beach Fourth of July Salute to America | Division: Administration                           |

**Background:**

The American Legion Post 186 is requesting approval for the Fourth of July Salute to America event. This event will be held on July 4, 2025, between the hours of 11:15 AM and 1:30 PM. Set-up will begin at 8:00 AM and dismantling will begin at 1:30 PM.

Please see attached application and map.

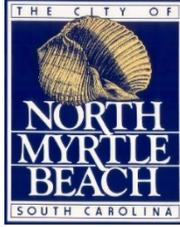
All applicable departments have signed off on the special event either verbally or by email.

**Recommended Action:**

Approve or deny the Special Event Application

|                             |                                     |                           |
|-----------------------------|-------------------------------------|---------------------------|
| Reviewed by Department Head | Reviewed by Interim<br>City Manager | Reviewed by City Attorney |
|-----------------------------|-------------------------------------|---------------------------|

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: \_\_\_\_\_



Event Date(s) 7/4/2025

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Total Expected Attendance 500

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Location NMB Horseshoe & 8 miles of beaches

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Event Hours 11:15 AM - 1:30 PM

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Set-Up Hours 8:00 AM - 11:00 AM

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Dismantle Hours 1:30 PM - 2:00 PM

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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:

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Street One NA

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Date / Time Closed *Field not completed.*

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Date / Time Opened *Field not completed.*

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Street Two NA

---

Date / Time Closed *Field not completed.*

---

Date / Time Opened *Field not completed.*

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Street Three NA

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Date / Time Closed *Field not completed.*

---

Date / Time Opened *Field not completed.*

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Street Four NA

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Date / Time Closed *Field not completed.*

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Date / Time Opened      *Field not completed.*

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**III. Event Description**

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Does the event involve the sale of alcoholic beverages?      No

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Has State Permit been applied for or received?      N/A

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Will items or services be sold at the event?      No

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Will there be musical entertainment at your event?      Yes

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Number of Stages      1

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Number of Bands      0

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Type(s) of Music      National Anthem

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Time Music Will Start & Stop      1:15 PM - 1:30 PM

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Name of Band(s)      Sound Track

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Will there be any tents or canopies at the proposed event site?      No

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Will there be any fireworks associated with this event?      No

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|  |  |
|--|--|
| Has City Permit been applied for or received?  | N/A  |
| 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?                    | N/A  |
| Will you require the use of City electricity?  | Yes  |
| 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.           | We need the Horseshoe barricaded off at 8 a.m. on July 4th, until the end of the ceremony, approx 1:30 |

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**IV. Fees & Proceeds**

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

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Yes

Will admission fees be charged to attend the event?

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No

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

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N/A

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

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N/A

## **V. Event Site Map**

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

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Attach a site map of the proposed event site indicating the locations of the following items:

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Map4th.jpg

## **VI. Security**

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Will this event require security to handle the event?

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No

**VII. Page Information**

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

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*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.*

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**VIII. Affidavit**

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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      Christopher N. Vandenberg

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Date      4/25/2025

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Name of Applicant      Christopher N. Vandenberg

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Title      Organizer

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Applicant Email      

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N

↑  
MAIN  
ST  
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← OCEAN BLYD →

①

HORSESHOE →

① TEMPORARY  
MOVEABLE  
BARRICADES

③ EXISTING  
STAGE

⑥ CITY TOILETS

STAGE TO  
③ BEACH

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