

REQUEST FOR CITY COUNCIL CONSIDERATION

Meeting Date: March 2, 2026

Agenda Item: 5D	Prepared for: Ryan Fabbri, City Manager
Agenda Section: Consent: Motion to Approve	Date: February 23, 2026
Subject: North Myrtle Beach Rotary Club Park of Honor	Division: Administration

Background:

The North Myrtle Beach Rotary Club is sponsoring the Park of Honor at McLean Park which will be held Saturday, June 27 through July 26, 2026. Set-up would be June 27, 2026, from 10:30 AM to 1:30 PM and dismantling would be July 27, 2026, from 4:00 PM to 5:00 PM.

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

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: _____

Instructions

Instructions

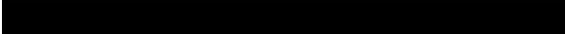
To apply for a Special Event / Festival Permit, please complete this application and submit it, including required attachments, to the City of North Myrtle Beach Administration no later than 60 days before your event.

I. Applicant & Sponsoring Organization Information

Sponsoring Organization Name North Myrtle Beach Rotary Club

Chief Officer of Organization Melissa Wober

Applicant Name James C Pease

Address 

Daytime Phone Number 

Evening Phone Number *Field not completed.*

Fax *Field not completed.*

On-Site Contact Person James C Pease

Pager / Cell Phone Number *Field not completed.*

Is the city a co-sponsor? Yes

What is the name of the city contact person? Jim Grainger

II. Event Information

Event Name	Park of Honor
Purpose of Event	To celebrate and remember our retired, active and fallen military and 1st responders and to recognize America's 250th Anniversary with the placing of 250 American flags
Event Date(s)	6/27/2026
Event Date(s)	7/26/2026
Total Expected Attendance	<i>Field not completed.</i>
Location	McLean Park
Event Hours	<i>Field not completed.</i>
Set-Up Hours	10:30 AM - 1:30 PM
Dismantle Hours	4:00 PM - 6:30 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	<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 *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? No

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?

Will you provide portable toilets for the general public attending the event?

Will you require the use of City electricity?

Will you require the use of City water?

Will you require Traffic Control?

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

Please list any other services you are requesting from the City of North Myrtle Beach.

IV. Fees & Proceeds

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

Will admission fees be charged to attend the event? No

Will fees be charged to vendors to participate in this event? No

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: [NMB Rotary Park Of Honor 30 Second Commercial 2025 WPDE.mp4](#)

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 James C. :Pease

Date 2/6/2026

Name of Applicant James C. Pease

Title Immediate Past President NMB Rotary / PR & Media Chair

Applicant Email 

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 

11:43

5G+ 79

OAK DR



3D



McLean Park

49°
AQI 41

Apple Maps

