

**REQUEST FOR CITY COUNCIL CONSIDERATION**

Meeting Date: May 2, 2022

Agenda Item: 5A	Prepared for: Mike Mahaney, City Manager
Agenda Section: Consent: Motion to Approve	Date: April 25, 2022
Subject: Run North Myrtle Beach 5K Marathon	Division: Administration

**Background:**

The Coastal Race Productions and Run CRP is requesting approve to conduct the event “Run North Myrtle Beach 5K Marathon” on Saturday, March 25, 2023. Please see attached maps.

The event will be held from 6:45 AM until 10:30 AM. Set up will be between the hours of 3:00 AM and 6:30 AM. Dismantling will take place from 10:15 AM to 11:30 AM.

Please see original application and list for street closures attached.

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

**Recommended Action:**

Approve 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: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

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

**Galbreath Allison K**

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**From:** noreply@civicplus.com  
**Sent:** Saturday, April 2, 2022 9:20 AM  
**To:** Galbreath Allison K; Fellner Micki C; Bullard, John  
**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	Coastal Race Productions & RunCRP
Chief Officer of Organization	JoJo Terragna
Applicant Name	JoJo Terragna
Address	9138 Devaun Park Blvd, Calabash NC 28467
Daytime Phone Number	9107133331
Evening Phone Number	<i>Field not completed.</i>
Fax	<i>Field not completed.</i>
On-Site Contact Person	JoJo Terragna
Pager / Cell Phone Number	9107133331
Is the city a co-sponsor?	N/A

**II. Event Information**

Event Name	Run North Myrtle Beach
Purpose of Event	Sports Tourism; Health & Fitness
Event Date(s)	3/24/2023
Event Date(s)	3/25/2023

Total Expected Attendance	2000
Location	<i>Field not completed.</i>
Event Hours	6:45 AM - 10:30 AM
Set-Up Hours	3:00 AM - 6:30 AM
Dismantle Hours	10:15 AM - 11:30 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	Ocean Blvd. Outside Southbound Lane only between 20th Ave N to 14th Ave S
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Date / Time Closed	3/25/2023 6:30 AM
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Date / Time Opened	3/25/2023 10:15 AM
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Street Two	Main St. between Ocean Blvd and Hillside
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Date / Time Closed	3/25/2023 3:00 AM
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Date / Time Opened	3/25/2023 11:30 AM
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Street Three	Hillside Dr between Main and 2nd Ave N
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Date / Time Closed	3/25/2023 3:30 AM
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Date / Time Opened	3/25/2023 10:15 AM
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Street Four	<i>Field not completed.</i>
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Date / Time Closed	<i>Field not completed.</i>
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Date / Time Opened	<i>Field not completed.</i>
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### III. Event Description

Does the event involve the sale of alcoholic beverages?	Yes
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Please describe.	Offer a fenced in beer garden for participants/spectators over 21 and will secure ABC permit.
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Has State Permit been applied for or received?	No
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Will items or services be sold at the event?	Yes
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Please describe.	Various Athletic and Nutrition Vendors.
Will there be musical entertainment at your event?	Yes
Number of Stages	0
Number of Bands	0
Type(s) of Music	DJ
Time Music Will Start & Stop	6:30 AM - 10:15 AM
Name of Band(s)	Steve Mullins - DJ with light music and race announcing.
Will there be any tents or canopies at the proposed event site?	Yes
Number of Tents	10
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?	Yes
Please describe.	BBQ cooked off site and served free to runners.
Have South Carolina Department of Health and Environmental Control (DHEC) requirements been met?	Yes
Permit Number	<i>Field not completed.</i>
Will you provide portable toilets for the general public attending the event?	Yes
Number of Portable Toilets	25

Number of Americans with Disabilities Act (ADA) Accessible Toilets 2

Will you require the use of City electricity? Yes

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? Yes

Please provide the amount(s). Registration fees ranging from \$19 - \$99

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

Please provide the amount(s). Sponsorship ranging from \$250 - \$500.

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

Please list the names of the organization(s) and the expected amount of donation.

Kiwanis and any other groups that want to be involved as volunteers.

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### 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:

[Screen Shot 2022-03-22 at 3.47.52 PM.png](#)

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### VI. Security

Will this event require security to handle the event?

No

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### 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.*

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### 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

JoJo Terragna

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Date

4/1/2022

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Name of Applicant

JoJo Terragna

Title *Field not completed.*

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Applicant Email [jojo@coastalraceproductions.com](mailto:jojo@coastalraceproductions.com)

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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.*

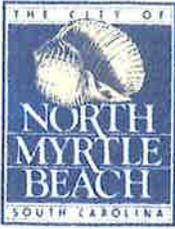
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Anyone with questions should call Allison Galbreath at 843-280-5604.

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Email not displaying correctly? [View it in your browser.](#)

All e-mail correspondence to and from this address may be subject to public disclosure under the South Carolina Freedom of Information Act (FOIA). This correspondence is intended exclusively for the individual or entity to which it is addressed and may contain information that is proprietary, privileged, confidential or otherwise legally exempt from disclosure.



PERMIT # \_\_\_\_\_  
City of North Myrtle Beach  
Special Event/Festival Permit Application

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

**I. APPLICANT AND SPONSORING ORGANIZATION INFORMATION**

SPONSORING ORGANIZATION NAME: Coastal Race Productions + FunCRP

CHIEF OFFICER OF ORGANIZATION: David Hutnik + Jojo Terragna

APPLICANT NAME: Jojo Terragna

ADDRESS: PO Box 6333 Ocean Isle Beach NC 28469

DAYTIME PHONE: (910) 713-3331 EVENING PHONE: Same FAX: N/A

ON-SITE CONTACT PERSON: Jojo Terragna PAGER/CELL PHONE: (910) 713-3331

(NOTE: This person must be in attendance for the duration of the event and until last vendor leaves and immediately available to City officials.)

YES NO N/A

IS THE CITY A CO-SPONSOR?

WHAT IS THE NAME OF THE CITY CONTACT PERSON? Angel Sylvester

**II. EVENT INFORMATION**

EVENT NAME: Fun North Myrtle Beach Half Marathon, Relay 5K

PURPOSE OF EVENT: Sports Tourism + Promote Health & Wellness

EVENT DATE(S): 3/25/23 TOTAL EXPECTED ATTENDANCE: 2000

LOCATION: Start - 200 Main St NMB (Route Attached)

EVENT HOURS: 6:45 am - 10:30 am

SET-UP HOURS: 3:00 am - 6:45 am

DISMANTLE HOURS: 10:30 am - 11:30 am

(Includes same-day clean-up of all trash and debris generated by event)

YES NO N/A

Have DHEC requirements been met? Permit number \_\_\_\_\_

Will you provide portable toilets for the general public attending the event? If "YES", number of Portable Toilets 25 number of ADA Accessible Toilets 3

Will you require the use of City electricity?

Will you require the use of City water?

*At the finish line on Main St only.*

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. NONE

**IV. FEES AND PROCEEDS**

YES NO N/A

Is the SPONSORING ORGANIZATION a "Tax Exempt, non-profit" organization as defined by the IRS?

Will admission fees be charged to attend the event? If "YES", please provide amount(s) of all tickets. Registration ranging from \$20-99

Will fees be charged to vendors to participate in this event? If "YES", please provide amount(s). \$100 - \$500

If the SPONSORING ORGANIZATION is not a "Tax Exempt, non-profit" organization, will donations be made to any charitable organization(s)? If "YES", please list the names of the organization(s) and the expected amount of donation. While Run CLP is a non profit Coastal race works with over 20 are non profits to recruit volunteers in exchange for donations

**V. EVENT SITE MAP (Attachment)**

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

- 1. Fencing, Barriers and/or Barricades
- 2. Gates or points of Admission
- 3. Scaffolding, Bleachers, Stages or Related Structures
- 4. Alcohol Outlets
- 5. Food and Beverage Vendors
- 6. Portable and Permanent Toilets
- 7. First Aid Facilities
- 8. Canopies or Tent Locations
- 9. Trash Receptacles or Dumpsters
- 10. Locations(s) of Portable Generator(s)
- 11. Points of Connection to City Water
- 12. Points of Connection to City Electric
- 13. Tables and Chairs
- 14. Vehicles and/or Trailers
- 15. Location of Vendor Parking
- 16. Other Components Not Covered Above
- 17. Amusement or Carnival Type Rides

*(Prior to issuance of a FESTIVAL PERMIT, you are required to submit a FINAL EVENT SITE map to the City.)*



N OCEAN BLVD

START

MAIN ST

FINISH

DJ TIMER

CRAWARD  
FF  
BBQ  
BEER  
MCLEOD  
TB  
KI  
HC

VOL HT

PARKING  
-TIMER  
-DJ  
-BBQ  
-CRP

PORT-A-JONS

HILLSIDE DRN

N STATE HIGHWAY

NMB Winter Run 5k 2022-V2  
 North Myrtle Beach, SC  
 Measured:

by Brad Smythe  
 bdsmythe78@yahoo.com  
 on Jan 14 and March 5, 2022

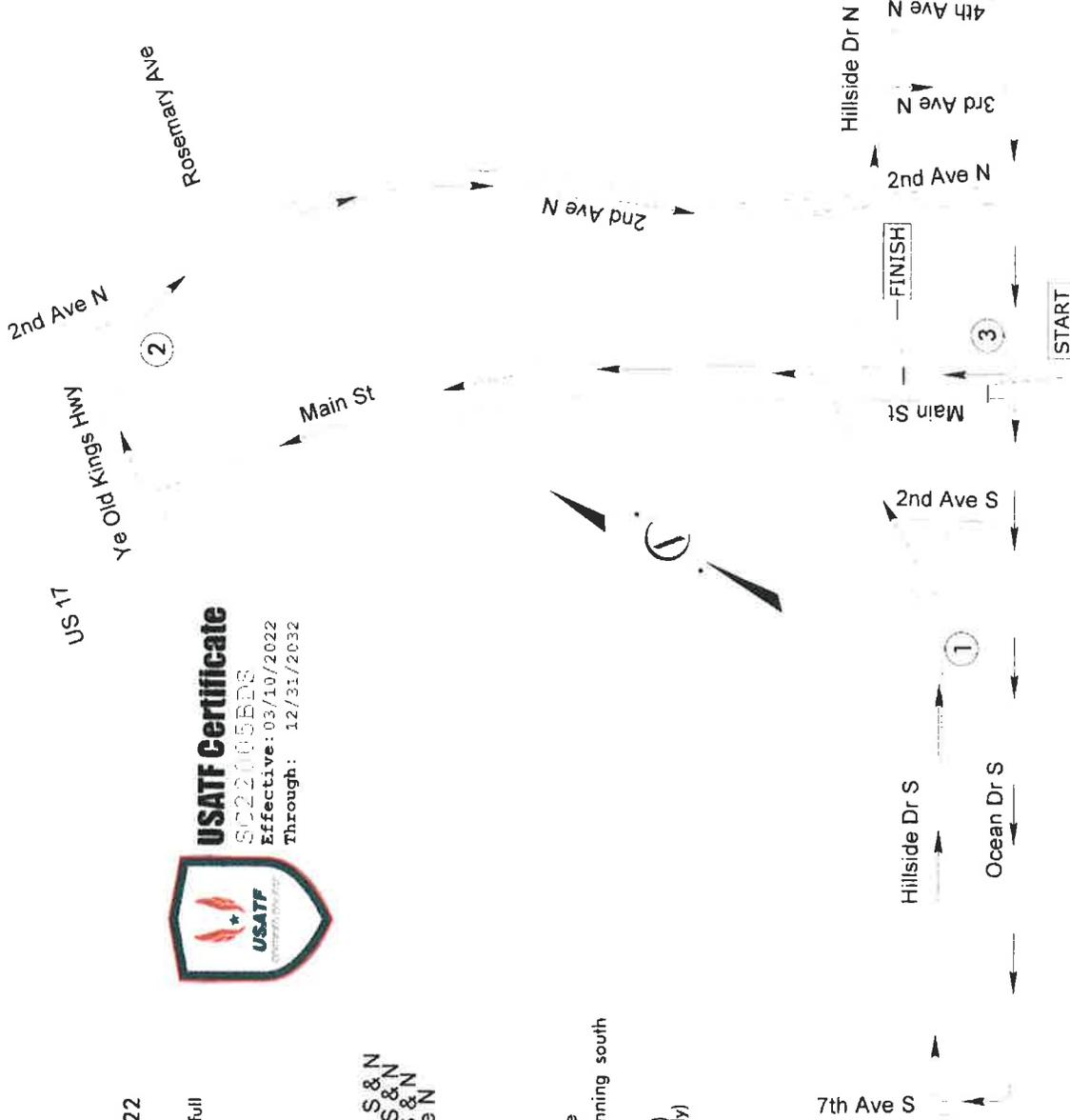
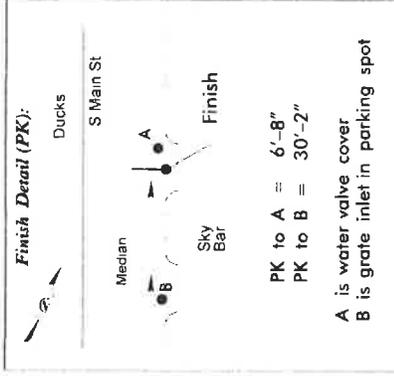
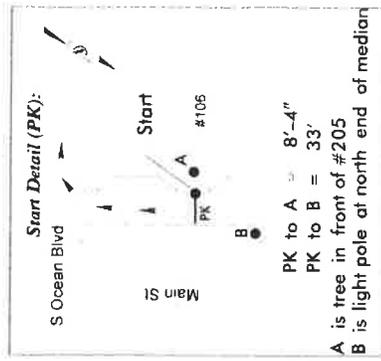


**USATF Certificate**  
 SC22005BDS  
 Effective: 03/10/2022  
 Through: 12/31/2032

This course was measured using the full width of the road and the Shortest Possible Route (SPR) unless otherwise noted.

\*Runners Restricted to:  
 Westbound lane on Ocean Blvd S & N  
 Eastbound lane on Hillside Dr S & N  
 Northbound lane on Main St S & N  
 Southbound lane on 2nd Ave N

NMB Winter Run 5k 2022-V2 Route  
 Start on Main St north of Ocean running south  
 Right on S. Ocean Blvd  
 Right on 7th Ave S  
 Right on Hillside Dr (Right lane only)  
 Left on Main St (Right of median only)  
 Right on Ye Old Kings Hwy  
 Right on 2nd Ave N  
 Left on Hillside Dr (Right lane only)  
 Right on 3rd Ave N  
 Right on N. Ocean Blvd  
 Right on Main St to finish



NMB Winter Run 5k 2022-V2 Splits  
 (Miles are marked with white paint on the side of the road noted below)

Start: On Main St, just north of Ocean, see detail.  
 Mile 1: On Hillside Dr, on Right, @ #306  
 Mile 2: On Ye Old Kings, on Right, in last driveway on right before 2nd St  
 Mile 3: On N Ocean Blvd, on Right, 6' before curb inlet grate east of Main  
 Finish: On Main St, on Right, across from Ducks Bar, see detail.

Note:  
 Map not to scale  
 Not all trailroads are shown.

**NMB Sunglasses Half Marathon 2022-V2**  
**North Myrtle Beach, SC**  
**Measured:**

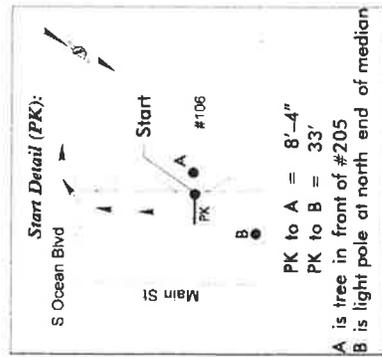
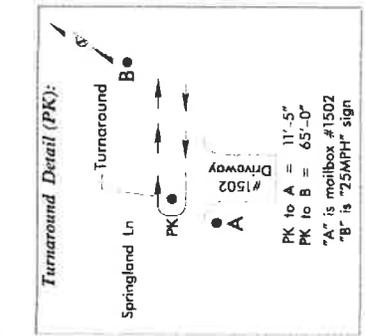
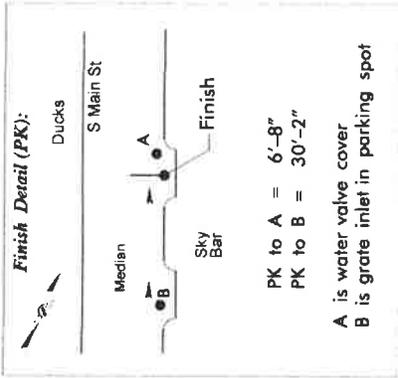
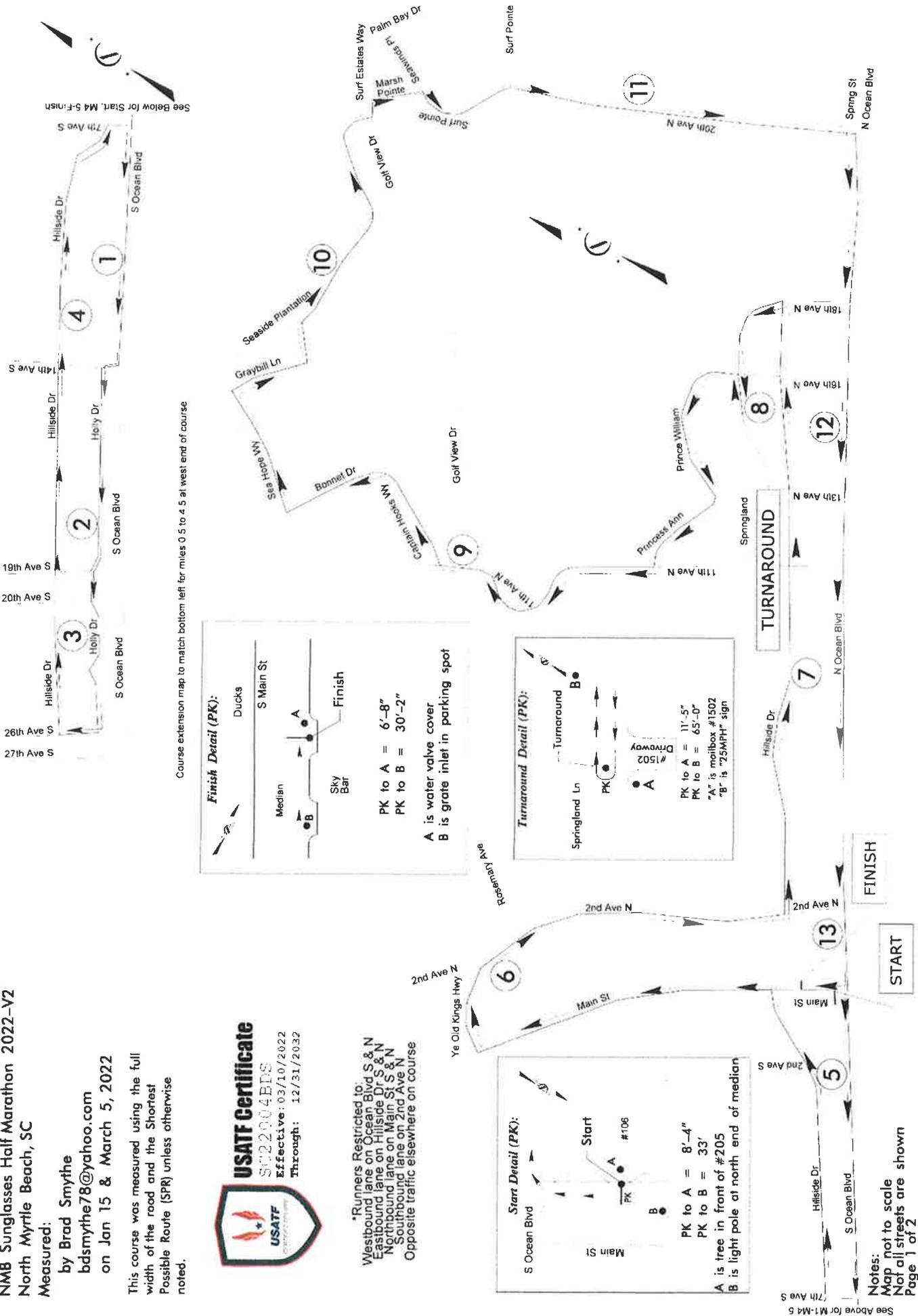
by **Brad Smythe**  
 bdsmythe78@yahoo.com  
 on Jan 15 & March 5, 2022

This course was measured using the full width of the road and the Shortest Possible Route (SPR) unless otherwise noted.



\*Runners Restricted to:  
 Westbound lane on Ocean Blvd S & N  
 Eastbound lane on Hillside Dr S & N  
 Northbound lane on Main St S & N  
 Southbound lane on 2nd Ave N  
 Opposite traffic elsewhere on course

Course extension map to match bottom left for miles 0.5 to 4.5 at west end of course



Notes:  
 Map not to scale  
 Not all streets are shown  
 Page 1 of 2

NMB Sunglasses Half Marathon 2022-V2  
North Myrtle Beach, SC  
Measured:

by Brad Smythe  
bdsmythe78@yahoo.com  
on Jan 15 and March 5, 2022

This course was measured using the full  
width of the road and the Shortest  
Possible Route (SPR) unless otherwise  
noted.

\*Runners Restricted to  
Westbound lane on Ocean Blvd S & N  
Eastbound lane on Hillside Dr S & N  
Northbound lane on Main St S & N  
Southbound lane on 2nd Ave N  
Opposite traffic elsewhere on course

### NMB Sunglasses Half Marathon 2022-V2 Route

Start on Main St running south  
Right on S. Ocean Blvd  
Right on 14th Ave S  
Left on Holly Dr  
Right on 26th Ave S  
Right on Hillside Dr (Right lane only)  
Left on Main St (Right of median only)  
Right on Ye Old Kings Hwy  
Right on 2nd Ave N  
Left on Hillside Dr (Right lane only)  
Left on 18th Ave N  
Straight on Springland Ln  
Turnaround on Springland Ln  
Left on Prince William Rd  
Right on Princess Ann Dr  
Right on 11th Ave N

Right on Captain Hooks Way  
Left on Bonnet Dr  
Right on Sea Hope Way  
Right on Graybill Ln  
Right on Seabrook Plantation  
Left on Surf Estates Way  
Right on Marsh Pointe  
Right on Surf Pointe Dr  
Straight on 20th Ave N  
Right on Spring St  
Straight on N Ocean Blvd  
Right on Main St to finish

### NMB Sunglasses Half Marathon 2022-V2 splits

(Miles are marked with white paint on the side of the road noted below)

Start: On Main St just before Ocean Blvd, see detail.  
Mile 1: On S Ocean Blvd, on Right, 20' before mailbox #1000  
Mile 2: On Holly Dr, on Left, in line with #1806  
Mile 3: On Hillside Dr, on Right, at beginning of white fence at #2012 across street  
Mile 4: On Hillside Dr, on Right, 20' past mailbox #1207  
Mile 5: On Hillside Dr, on Right, center of intersection with 3rd Ave  
Mile 6: On 2nd Ave N, on Right, 26' past first drive on right after Ye Old Kings  
Mile 7: On Hillside Dr, on Right, 30' before last drive on right before 8th Ave  
Mile 8: On Springland Ln, on Right, 30' before mailbox #1502, and just before turnaround  
Mile 9: On 11th Ave N, on Right, 60' past mailbox #902  
Mile 10: On Seabrook Plantation, on Left, 25' before mailbox #1301  
Mile 11: On 20th Ave N, on Left, 40' before mailbox #606  
Mile 12: On N Ocean Blvd, on Right, 10' into wood fence line at #1401  
Mile 13: On N Ocean Blvd, on Right, 16' before curb inlet west of Main  
Finish: On Main St, on Right, across from Ducks Bar, see detail.

Notes:  
Map not to scale  
Not all streets are shown  
Page 2 of 2



## **RUN NORTH MYRTLE BEACH**

Thank you so much for opportunity to host the inaugural Run North Myrtle Beach Half Marathon and 5K. We appreciate your support and have thoroughly enjoyed working with city officials and employees. This past weekend we had 388 runners compete in the Half Marathon and 574 in the 5K. We also had 1 Hand Crank Athlete and 7 Angel Athletes, who are a part of Ainsley's Angels, a special needs organization that pushes for inclusion. These special riders were assisted by teams of up to 4 Angel Runners pushing the chariots along the Half Marathon route. It is indeed an extremely rewarding aspect of our races to include these Angel Teams.

Our first overall 5K finisher completed the distance in 20:09 while the winner of the Half Marathon finished in 1:16:51. With just under 1000 participating race morning, 2 Countries and 32 States were represented. 65% of participants were female and 35% of all participants were ages 50 - 64. Our next largest age bracket 40 to 49 came in at 23% of our total participation. With the post race excitement and almost a full year of marketing ahead we are anticipating a big crowd for 2023.

We had 108 volunteers on course primarily representing the Kiwanis of North Myrtle Beach who will be receiving a generous donation. Another major source of volunteers were employees of McLeod Health, the presenting sponsor, provided over 50 of the needed volunteers for race morning.

While the morning overall was a huge success we always learn as we go and one of our chief takeaways from race morning is that we need to expand and enhance a parking plan as well as requesting to secure the Main St parking lot for 2 days instead of just race morning. When we arrived at 3:00am we were surprised to find 17 cars parked in the city lots. We did make several calls trying to have them towed but ended up just going with a contingency plan and moved part of our set up out into the street since it was already closed.

Attached to our 2023 application you will find both the Half Marathon & 5K Routes with turn by turn instructions as well as our start/finish line diagram. We would like to request the use of the city lot located at 220 Main St and the adjacent gravel lot for both Friday March 24th and Saturday March 25th posting signs that state, "No Overnight Parking / Violators Will Be Towed" on Thursday. This would allow for us to have them removed on Friday if necessary. Coastal Race will handle all of the on course coning and would like to contract with the North Myrtle Beach Police Department to assist with traffic control.

We will also be adjusting our start times which would include moving the Half Marathon start up to 6:45 and then the 5K at 8:00 cutting the overall event window down by a full hour. We would also like to add a Half Marathon Relay option which we would stage on Hillside between Main and 2nd Ave N, this however would not affect the overall time or length of the event.

## OTHER REQUEST:

- Designated EMT at Finish Line
- 15 Trash Receptacles
- 1 Portable Toilet placed at 799 2nd Ave - Diagram 1
- 2 Portable Toilets placed at 2nd Ave N and Hillside Dr. - Diagram 2
- 1 Portable Toilet placed on Graybill along side of Hobby Lobby - Diagram 3
- 1 Portable Toilet placed on Spring St / Ocean Blvd - Diagram 4

**DIAGRAM 1**



**DIAGRAM 2**



**DIAGRAM 3**



**DIAGRAM 4**

