

REQUEST FOR CITY COUNCIL CONSIDERATION

Meeting Date: June 20, 2022

Agenda Item: 5B	Prepared for: John Bullard, Director of Parks and Recreation
Agenda Section: Consent: Motion to Approve	Date: May 17, 2022
Subject: 4 th of July Celebration at Cherry Grove Pier	Division: Administration

Background:

The City of North Myrtle Beach is sponsoring the annual fireworks display at Cherry Grove Pier on Sunday, July 4, 2022 from 9:30 PM to 10:00 PM. Set-up would be all day on July 3 and 4, 2022.

The required state permit has been obtained.

Zambelli Fireworks will need to supply the City with an updated Certificate of Liability Insurance prior to the event. There will be no waterfall/rainfall type of fireworks used on the Cherry Grove Pier as requested by Public Safety, the Fire Chief, and the Fire Marshal.

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

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 _____ 2nd By _____ To _____



FESTIVAL & SPECIAL EVENT DIRECTOR APPROVAL

Festival/Special Event: _____

Date of Event: _____

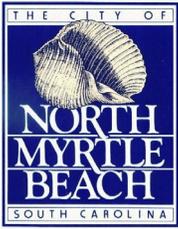
	Approval	Denial	Method	Date
Finance:	_____	_____	_____	_____
Human Resources:	_____	_____	_____	_____
Information Technology:	_____	_____	_____	_____
Parks & Recreation:	_____	_____	_____	_____
Planning & Development:	_____	_____	_____	_____
Public Safety:	_____	_____	_____	_____
Public Works:	_____	_____	_____	_____

Date Sent for Director Approval: _____

Any Director Comments: _____

Date for City Council Approval: _____

Certificate of Liability sent to Risk Manager: _____



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, City of North Myrtle Beach Administration no later than sixty (60) days before your event.

I. APPLICANT AND SPONSORING ORGANIZATION INFORMATION

SPONSORING ORGANIZATION NAME:

City of North Myrtle Beach Parks and Recreation

CHIEF OFFICER OF ORGANIZATION:

Mike Mahaney, City Manager

APPLICANT(S) NAME:

John Bullard/Matt Gibbons

ADDRESS:

1018 2nd Avenue South, North Myrtle Beach, SC 29582

DAYTIME PHONE: 843-281-3713/ 843-280-5574 EVENING PHONE: 843-283-3210/ 843-241-8170 FAX: 843-280-5593

ON-SITE CONTACT PERSON: John Bullard/Matt Gibbons PAGER/CELL PHONE: 843-283-3210/ 843-241-8170

(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.

John Bullard/Matt Gibbons

II. EVENT INFORMATION

EVENT NAME:

4th of July Celebration

PURPOSE OF EVENT:

Community & Tourism Special Event to celebrate 4th of July

EVENT DATE(S):

Monday, July 4, 2022

TOTAL EXPECTED ATTENDANCE: 5,000

LOCATION: Cherry Grove Pier

EVENT HOURS: 9:30 pm – 10:00 pm

SET-UP HOURS: Sunday, July 3rd and Monday, July 4th- all day

DISMANTLE HOURS: 10:00 PM Monday, July 4th through 12:00 PM Tuesday, July 5th

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

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. See attached

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. _____

Will fees be charged to vendors to participate in this event? If "YES", please provide amount(s). _____

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. _____

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 | 9. Trash Receptacles or Dumpsters |
| 2. Gates or points of Admission | 10. Locations(s) of Portable Generator(s) |
| 3. Scaffolding, Bleachers, Stages or Related Structures | 11. Points of Connection to City Water |
| 4. Alcohol Outlets | 12. Points of Connection to City Electric |
| 5. Food and Beverage Vendors | 13. Tables and Chairs |
| 6. Portable and Permanent Toilets | 14. Vehicles and/or Trailers |
| 7. First Aid Facilities | 15. Location of Vendor Parking |
| 8. Canopies or Tent Locations | 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.)

VI. SECURITY

YES NO N/A

Will this event require security to handle the event? If so,
Security Source: Public Safety will be needed to assist with traffic
Address: _____
On-site Contact: _____ Phone No. _____

VII. INSURANCE INFORMATION

➤ **REQUIRED:** 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) 280-5555 with this information. Otherwise, City personnel and equipment may be needlessly dispatched and approvals of your future applications may be jeopardized.

I certify that the information contained in the foregoing application is true and correct to the best of my knowledge. That I have read, understand and agree to abide by the rules and regulations governing the proposed Special Event established by the City Council and/or the City Manager or the City Manager's designee. I agree to abide by these rules, and further certify that I, on behalf of the organization, am also authorized to commit that organization, and therefore agree to be financially responsible for any costs and fees that may be insured by or on behalf of the Event by the City of North Myrtle Beach.

Name of Applicant (print) John Bullard & Matt Gibbons Title: Parks and Recreation Director & Sup. Of Recreation/Sports Tourism

John Bullard Matt Gibbons Date 05/09/2022

Signature of Applicant

ORIGINAL APPLICATION SHOULD BE CLEARLY PRINTED OR TYPED AND MAILED TO:

City of North Myrtle Beach
Attention: Administration, Event/Festival Application
1018 2nd Avenue South
North Myrtle Beach, SC 29582

July 4th Fireworks

Cherry Grove Pier



Fireworks to be shot off at the end of the Pier. Public Safety will coordinate with Fireworks company and Pier staff to shut down Pier and surrounding areas.

Legend

- Cherry Grove Fishing Pier
- Prince Resort

