



REQUEST FOR COMMISSION ACTION
CITY OF INDEPENDENCE
October 22, 2020

Department Park & Zoo

Director Approval Barbara Beurskens

AGENDA ITEM Consider authorizing Neewollah to use the Park Oval for their Movie Night for October 30th, 2020.

SUMMARY RECOMMENDATION Approve Request

BACKGROUND The Neewollah Board has organized a movie night for Friday, October 30th from 6 – 9:30 PM. This is an alternative safe activity they have planned. The oval will provide plenty of room for families to enjoy the movie while also social distancing.

BUDGET IMPACT Approval of this event will increase the park's cost for janitorial supplies and staff to prepare for set up and cleanup.

SUGGESTED MOTION I move to approve the request from Neewollah to use the Park Oval for their movie night.

SUPPORTING DOCUMENTS Park Activity Application

City of Independence
Park Activity Application

Event Date: 10-30-2020 Time: Start 6:00 Ending 9:30

Size of Group 150-200?

Type of Event: Concert: _____ Display: _____ Exhibit: _____ Other: movie

Individual/Business/ Organization: Neewollah Inc.

Individual/Business Address: _____ P.O. Box 311, Independence, KS 67301 _____

Non-Profit Organization _____ Yes No If yes - provide documentation.

If this activity is for profit and/or limiting or restricting free public access to the event, then said individual, business and/or organization will be required to obtain a "Park Event Permit" Contact the City Clerk Office at City Hall 811 W. Laurel Street, Independence, KS 67301 620-332-2500 for the proper form.

If not for profit complete the following:

Contact Person: _____ Phone Number: _____

Are you renting a building? _____

Please describe your event: _____

Area of the park you are planning on using: Oval

Services Needed: Barricades Yes _____ No If yes, provide a map for placement.
Barricades must be maned during the event. During breaks of event participates those that are renting facilities must be given access. Barricades must be removed 15 minutes past the end of the event.

1 north of Wells Drive and 1 south of restrooms.

Street Closing Needed: _____ Yes No If yes, provide a map for location.

Time of street closing: From: _____ To: _____

Times must be approved by park staff.

Electricity Yes _____ No If so provide the location.

north end of oval

Trash Containers Needed: 5 to 8

Special Arrangements: _____

Police, EMS or Fire Department Needed: Yes No If yes, please provide details. _____

Other City Equipment Requested: _____

Attachments:

1. A site plan of the event indicating the area being requested and how it will be secured.
2. Proof of general liability insurance against damage caused by the applicant, agents, employees, guests and participants in the event in the amount of not less than \$500,000 single limit per occurrence for bodily injury, personal injury and property damage from a company licensed to do business in the State of Kansas and naming the City and its officers and employees as an additional insured.

Signature of Renter: Janet Demo, Neewollah Generalissimo

Date: 10-19-2020

Approved by: _____ Date: _____