



**REGULAR CITY COUNCIL MEETING
MEETING AGENDA
WEDNESDAY, APRIL 13, 2016**

**Closed Session Meeting – 6:00 PM
Regular Meeting - 6:30 PM**

**City Hall – Beryl P. Robinson, Jr. Conference Room
317 Broad Street, Nevada City, CA 95959**

MISSION STATEMENT

The City of Nevada City is dedicated to preserving and enhancing its small town character and historical architecture while providing quality public services for our current and future residents, businesses and visitors.

Jennifer Ray, Mayor

**Robert Bergman, Council Member
Terri Andersen, Council Member**

**Evans Phelps, Vice Mayor
Duane Strawser, Council Member**

The City Council welcomes you to its meetings which are scheduled at 6:30 PM on the 2nd and 4th Wednesdays of each month. Your interest is encouraged and appreciated. This meeting is recorded on DVD and is televised on local public television Channel 17. Other special accommodations may be requested to the City Clerk 72 hours in advance of the meeting. Please turn off all cell phones or similar devices. Action may be taken on any agenda item. Agenda notices are available at City Hall. Materials related to an item on this Agenda submitted to the Council after distribution of the agenda packet are available for public inspection in the City Hall at 317 Broad Street, Nevada City, CA during normal business hours.

ANY MEMBER OF THE PUBLIC DESIRING TO ADDRESS THE COUNCIL ON ANY ITEM ON THIS AGENDA: After receiving recognition from the Mayor, give your name and address, and then your comments or questions. Please direct your remarks to the Councilmembers. In order that all interested parties have an opportunity to speak, please limit your comments to the specific item under discussion. All citizens will be afforded an opportunity to speak, consistent with their Constitutional rights. Time limits shall be at the Mayor's discretion. **IF YOU CHALLENGE** the Council's decision on any matter in court, you will be limited to raising only those issues you or someone else raised at the meeting or Public Hearing described on this agenda, or in written correspondence delivered to the City Council at, or prior to, the meeting or Public Hearing.

CLOSED SESSION MEETING – 6:00 PM

Pursuant to Government Code Section 54956.9(d)(4) the City Attorney is requesting a Closed Session to confer to determine whether litigation should be initiated by the City in one matter.

Pursuant to Government Code Section 54956.9(d)(2) the Contract City Attorney is requesting a Closed Session regarding a significant exposure to litigation in one potential case.

REGULAR MEETING – 6:30 PM - Call to Order

Roll Call: Andersen, Bergman, Strawser, Vice Mayor Phelps, & Mayor Ray

PLEDGE OF ALLEGIANCE

PROCLAMATION: National Library Week – April 10-16, 2016

PRESENTATION: Tobacco Retail License Ordinance Update – Shannon Glaz, Health Education Coordinate, County of Nevada

BUSINESS FROM THE FLOOR

1. PUBLIC COMMENT

Under Government Code Section 54954.3, members of the public are entitled to address the City Council concerning any item within the Nevada City Council's subject matter jurisdiction. Comments on items NOT ON THE AGENDA are welcome at this time. Normally, public comments are limited to no more than three minutes each. **Except for certain specific exceptions, the City Council is prohibited from discussing or taking action on any item not appearing on the posted agenda.**

2. COUNCIL MEMBERS REQUESTED ITEMS AND COMMITTEE REPORTS:

3. CONSENT ITEMS:

All matters listed under the Consent Calendar are to be considered routine by the City Council and will be enacted by one motion in the form listed. There will be no separate discussion of these items unless, before the City Council votes on the motion to adopt, members of the Council, City staff or the public request specific items to be removed from the Consent Calendar for separate discussion and action.

- A. Subject:** Nevada County Transportation Commission's (NCTC) Draft Fiscal Year (FY) 2016/17 Overall Work Program
Recommendation: Review projects proposed for inclusion in the NCTC FY 2016/17 Overall Work Program (OWP) and pass Resolution 2016-XX approving the projects proposed for inclusion in the NCTC FY 2016/17 OWP.
- B. Subject:** Authorization for Submittal of Applications to CalRecycle for Payment Programs
Recommendation: Pass Resolution 2016-XX establishing authorization for the City of Nevada City to submit an application to CalRecycle for any and all payment programs offered.
- C. Subject:** Proposed City Manager Compensation Adjustment
Recommendation: Authorize salary adjustment of 3% for the City Manager effective January 1, 2016 and require the City Manager to pay an additional 1% of his salary toward the employee portion of pension costs.

4. APPROVAL OF ACTION MINUTES:

- A. City Council Meeting – March 30, 2016**

5. DEPARTMENT REQUESTED ACTION ITEMS AND UPDATE REPORTS:

- A. Subject:** 2015 Year in Review - Police Department (Oral Report)
Recommendation: Receive and file.

6. PUBLIC HEARINGS:

7. OLD BUSINESS:

- A. Subject:** An Ordinance of the City of Nevada City Imposing a 3/8 of 1% Transactions and Use Tax for Special Purposes (Second Reading / Requires 4/5th Vote)
Recommendation: Hold second reading and approve proposed Special Tax Ordinance imposing a 3/8 of 1% Transactions and Use Tax for Special Purposes effective upon voter approval.

8. NEW BUSINESS:

- A. Subject:** Nevada City Chamber of Commerce Street Closure Requests
Recommendation: Review and authorize Nevada City Chamber of Commerce street closure requests per application.
- B. Subject:** Review of Draft 2016 Nevada City Community Survey
Recommendation: Provide direction to the City Manager.

9. CORRESPONDENCE:

10. ANNOUNCEMENTS:

11. CITY MANAGER'S REPORT:

12. ADJOURNMENT

Certification of Posting of Agenda

I, Corey Shaver, Administrative Supervisor for the City of Nevada City, declare that the foregoing agenda for the April 13, 2016 Regular Meeting of the Nevada City City Council was posted April 8, 2016 at the office of the City of Nevada City (City Hall). The agenda is also posted on the City’s website www.nevadacityca.gov.

Signed this April 8, 2016 at Nevada City, California

_____, Corey Shaver, Administrative Supervisor

**CITY OF NEVADA CITY
City Council
Long Range Calendar**

April 27, 2016	Regular Council Meeting
May 11, 2016	Regular Council Meeting
May 18, 2016	Special Council Meeting – Budget Workshop (9:00AM)
May 25, 2016	Regular Council Meeting
June 7, 2016	Municipal Election
June 8, 2016	Regular Council Meeting
June 22, 2016	Regular Council Meeting

NOTE: This list is for planning purposes; items may shift depending on timing and capacity of a meeting.

NOTICE: *As presiding officer, the Mayor has the authority to preserve order at all City Council meetings, to remove or cause the removal of any person from any such meeting for disorderly conduct, or for making personal, impertinent, or slanderous remarks, using profanity, or becoming boisterous, threatening or personally abusive while addressing said Council and to enforce the rules of the Council.*

REPORT TO CITY COUNCIL

City of Nevada City
317 Broad Street
Nevada City, CA 95959
www.nevadacityca.gov

April 13, 2016

TITLE: Nevada County Transportation Commission's (NCTC) Draft Fiscal Year (FY) 2016/17 Overall Work Program

RECOMMENDATION: Review projects proposed for inclusion in the NCTC FY 2016/17 Overall Work Program (OWP) and pass Resolution 2016-XX approving the projects proposed for inclusion in the NCTC FY 2016/17 OWP.

CONTACT: Bryan McAlister, City Engineer

BACKGROUND / DISCUSSION: The Nevada County Transportation Commission (NCTC) annually develops an Overall Work Program (OWP) outlining the scope of work and budget for various transportation planning activities. The purpose of the Fiscal Year (FY) 2016/17 OWP is:

1. To show how the Federal Planning Factors will be integrated into the OWP Work Elements.
2. To outline continuing and new activities.
3. To present a summary of the expected revenues and expenditures for the fiscal year.

A final OWP will be considered by the NCTC at their May 18th meeting. A summary of the Draft FY 2016/17 Overall Work Program is attached to this report.

ENVIRONMENTAL CONSIDERATIONS: Not applicable.

FISCAL IMPACT: The Draft OWP includes a summary of projected revenues and expenditures for FY 2016/17.

ATTACHMENTS:

- ✓ Resolution No. 2016/17 Approving the Projects Proposed for Inclusion in the Nevada County Transportation Commission's FY 2016/17 Overall Work Program
- ✓ March 21, 2016 Memorandum to Mayor Ray from NCTC Executive Director Daniel B. Landon

RESOLUTION NO. 2016-XX

**RESOLUTION APPROVING THE PROJECTS PROPOSED FOR INCLUSION IN
THE NEVADA COUNTY TRANSPORTATION COMMISSION'S FY 2016/17
OVERALL WORK PROGRAM**

WHEREAS, on November 21, 1991, the City Council authorized the Mayor to execute a Memorandum of Understanding on behalf of the City of Nevada City with the Nevada County Transportation Commission relating to regional transportation planning; and

WHEREAS, in accordance with the above referenced Memorandum of Understanding, the Nevada County Transportation Commission has submitted the projects to be included in its FY 2016/17 Overall Work Program for the review and approval of the Council of the City of Nevada City,

BE IT RESOLVED by the City Council of the City of Nevada City, as follows:

1. That the Council hereby acknowledges its approval of the projects proposed for inclusion in the FY 2016/17 Overall Work Program of the Nevada County Transportation Commission as submitted.
2. That the Council encourages the Nevada County Transportation Commission to continue its efforts to coordinate the regional transportation planning process and to work closely with the staff of the City of Nevada City to identify and resolve issues that are of common concern.

PASSED AND ADOPTED at the regular meeting of the City Council of the City of Nevada City held on the 13th day of April, 2016 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Jennifer Ray, Mayor

ATTEST:

Niel Locke, City Clerk



Grass Valley • Nevada City

Nevada County • Truckee

Files: 700.1
1030

MEMORANDUM

TO: Jennifer Ray, Mayor, City of Nevada City

FROM: Daniel B. Landon, Executive Director

SUBJECT: Proposed Projects for the Nevada County Transportation Commission's
FY 2016/17 Overall Work Program

DATE: March 21, 2016

RECOMMENDATION: In accordance with the Memorandum of Understanding regarding regional transportation planning (enclosed), the Nevada County Transportation Commission (NCTC) is requesting the Nevada City Council review and approve the projects proposed for inclusion in the NCTC's FY 2016/17 Overall Work Program (OWP).

BACKGROUND: Annually each Regional Transportation Planning Agency (RTPA) develops an OWP for formal adoption by its governing board. The OWP outlines the scope of work and budget for various transportation planning activities. The OWP is a requirement of NCTC's Master Fund Transfer Agreement with the State of California and includes the following three components: Introduction, Work Elements (WE), and Budget. The purpose of this draft OWP for the FY 2016/17 is 1) to show how the Federal Planning Factors will be integrated into the OWP Work Elements; 2) to outline continuing and new activities; and 3) to present a summary of the expected revenues and expenditures for the fiscal year. A final OWP will be presented for approval at the May 18, 2016 NCTC meeting.

OWP WORK ELEMENTS

NCTC's OWP integrates the Commission's organizational activities of Planning, Communication, and Coordination into two broad Work Elements: Communication and Coordination; Regional Planning. Each Work Element is further subdivided into projects that accomplish specific tasks or objectives.

The following ongoing activities have been integrated into the Draft FY 2016/17 OWP:

- I. STIP Projects (WE 2.2):
 - A. SR 89-Union Pacific Railroad Undercrossing ("Mousehole"): Work with the Town of Truckee to complete construction during FY 2016/17.
 - B. SR 49 widening from La Barr Meadows Road to McKnight Way. NCTC will participate with Caltrans District 3 in the preparation of Project Approval and Environmental Documentation for a future construction project.

II. Planning/Administration Projects:

- A. Congestion Mitigation and Air Quality (CMAQ) funding: Monitor project activities as shown on the multi-year project listing (WE 2.1).
- B. Air Quality Conformity Process: Monitor changes in EPA requirements (WE 2.1).
- C. Participate with Caltrans in monitoring and implementing the SR 49 Corridor System Management Plan (CSMP) that will identify and implement incremental projects to accelerate safety improvements to the SR 49 Corridor (WE 2.2).

The following Work Elements are included in the work program each year as they are activities that the NCTC must conduct to fulfill its statutory responsibilities:

WORK ELEMENT 1 - ADMINISTRATION

- Project 1.1 - General Services and Communication
- Project 1.2 - Transportation Development Act

WORK ELEMENT 2 - REGIONAL TRANSPORTATION PLANNING

- Project 2.1 - Regional Transportation Plan
- Project 2.2 - Transportation Improvement Programs
- Project 2.3 - Transit and Paratransit Programs

In addition to ongoing administrative and planning activities, the Draft FY 2016/17 OWP includes the following item:

- Update of the Eastern Nevada County Transit Development Plan (WE 2.3.2).

If you have any questions, please feel free to call me at 265-3202.

enclosures

REPORT TO CITY COUNCIL

City of Nevada City
317 Broad Street
Nevada City, CA 95959
www.nevadacityca.gov

April 13, 2016

TITLE: Authorization for Submittal of Applications to CalRecycle for Payment Programs

RECOMMENDATION: Pass Resolution 2016-XX establishing authorization for the City of Nevada City to submit an application to CalRecycle for any and all payment programs offered.

CONTACT: Catrina Olson, Assistant City Manager

BACKGROUND / DISCUSSION: Annually the City applies for grant funds from CalRecycle for the purposes of supporting ongoing citywide recycling efforts and programs. Pursuant to Public Resources Code sections 48000et seq., 14581, and 42023.1(g), the Department of Resources Recycling Recovery (CalRecycle) has established various payment programs to make payments to qualifying jurisdictions. CalRecycle is required to establish procedures governing the administration of the payment programs. As part of these requirements CalRecycle is now requiring jurisdictions to declare by resolution certain authorizations related the submission of applications to CalRecycle.

FISCAL IMPACT: Funds awarded annually are \$5,000 and have a specified use towards citywide recycling programs.

ATTACHMENT:

- ✓ Resolution 2016-XX Authorization for Submittal of Applications of CalRecylce for Payment Programs

RESOLUTION NO. 2016-XX

**A RESOLUTION OF THE CITY OF NEVADA CITY
AUTHORIZING SUBMITTAL OF APPLICATION TO CALRECYCLE FOR PAYMENT
PROGRAMS AND RELATED AUTHORIZATIONS**

WHEREAS, pursuant to Public Resources Code sections 48000 et seq., 14581, and 42023.1(g), the Department of Resources Recycling and Recovery (CalRecycle) has established various payment programs to make payments to qualifying jurisdictions; and

WHEREAS, in furtherance of this authority CalRecycle is required to establish procedures governing the administration of the payment programs; and

WHEREAS, CalRecycle's procedures for administering payment programs require, among other things, an applicant's governing body to declare by resolution certain authorizations related to the administration of the payment program.

NOW, THEREFORE, BE IT RESOLVED that City of Nevada City is authorized to submit an application to CalRecycle for any and all payment programs offered; and

BE IT FURTHER RESOLVED that the Assistant City Manager, or his/her designee, is hereby authorized as Signature Authority to execute all documents necessary to implement and secure payment; and

BE IT FURTHER RESOLVED that this authorization is effective until rescinded by the Signature Authority or this governing body.

PASSED AND ADOPTED at a regular scheduled meeting of the City Council held on this 13th day of April, 2016 by the following vote.

AYES:

NOES:

ABSENT:

ABSTAIN:

Jennifer Ray, Mayor

ATTEST:

Niel Locke, City Clerk

REPORT TO CITY COUNCIL

City of Nevada City
317 Broad Street
Nevada City CA 95959
www.nevadacityca.gov

April 13, 2016

TITLE: Proposed City Manager Compensation Adjustment

RECOMMENDATION: Authorize salary adjustment of 3% for the City Manager effective January 1, 2016 and require the City Manager to pay an additional 1% of his salary toward the employee portion of pension costs.

CONTACT: Duane Strawser, Council Member

BACKGROUND / DISCUSSION: Council Member Strawser requested an agenda item be placed on the April 13th City Council agenda:

- 1) Authorizing a base salary increase of 3% for the City Manager effective January 1, 2016, and
- 2) Requiring the City Manager pay an additional 1% of his salary (from 5% to 6%) toward the employee portion of pension funding.

The above compensation adjustments were applied to other non-safety City staff salaries effective July 1, 2015, prior to the City Manager's annual performance review.

ENVIRONMENTAL CONSIDERATIONS: Not applicable.

FISCAL IMPACT: The proposed compensation adjustment will result in a net annual cost to the City of \$2,450.

ATTACHMENTS: None

CITY OF NEVADA CITY
DRAFT ACTION MINUTES
REGULAR CITY COUNCIL MEETING OF MARCH 30, 2016

NOTE: This meeting is available to view on the City's website www.nevadacityca.gov – Go to **Quick Links** and Click on **Agendas & Minutes** and find the Archived Videos in the middle of the screen. Select the meeting date and Click on **Video** to watch the meeting. For website assistance, please contact Corey Shaver, Deputy City Clerk at (530) 265-2496, ext 133.

- City Council Meetings are available on DVD. To order, contact City Hall - cost is \$15.00 per DVD.
- Closed Session Meetings are not recorded.

CLOSED SESSION – 5:30 PM

Pursuant to Government Code Section 54956.8 Real Property Transactions: Closed meeting with negotiators, City Manager Mark Prestwich, Contract City Attorney Hal DeGraw to participate in negotiations with representatives of Sierra Fund regarding purchase and/or terms of acquisition of property identified as APN 05-100-69 and 97 (portions).

Action: Staff will proceed as directed.

Pursuant to Government Code Section 54956.9(d)(2) the Contract City Attorney is requesting a Closed Session regarding a significant exposure to litigation in one potential case.

Action: Staff will proceed as directed (Council Member Bergman recused himself from the discussion).

REGULAR MEETING – 6:30 PM - Call to Order

Roll Call: Present: Andersen, Bergman, Strawser, Vice Mayor Phelps, & Mayor Ray

PLEDGE OF ALLEGIANCE

PROCLAMATION:

PRESENTATION:

1. BUSINESS FROM THE FLOOR-PUBLIC COMMENT (Per Government Code Section 54954.3)

Please refer to the meeting video on the City's website at www.nevadacityca.gov.

Action: City Council referred citizen suggestion to work on mobile food vending ordinance to staff and City Planning Commission.

2. COUNCIL MEMBERS REQUESTED ITEMS AND COMMITTEE REPORTS:

Please refer to the meeting video on the City's website at www.nevadacityca.gov for additional comments.

3. CONSENT ITEMS:

- A. **Subject:** Fire Activity Report – February 2016
Recommendation: Receive and file.
- B. **Subject:** Award Contract for Water Plant Improvements in Nevada City
Recommendation: Pass Resolution 2016-XX 1) Finding the project categorically exempt pursuant to CEQA Guideline §15306, and 2) Awarding a Contract for a Fixed Price, Not to Exceed Amount of \$50,000 based on an hourly rate for labor of \$70.00 per hour plus actual direct cost for materials to E.R Harries Construction of Nevada City, CA and Authorize Mayor to sign.
- C. **Subject:** Offer of Dedication of Public Utility Easement for Inn Town Campground on City-owned property at #5 Kidder Court used by the Nevada County Narrow Gauge Railroad and Transportation Museum
Recommendation: Approve and Authorize the Mayor to sign the attached easement document where indicated to grant a non-exclusive easement for Public Utility Purposes across City-owned property at #5 Kidder Court to the Inn Town Campground.

Action: Motion by Bergman, seconded by Andersen to approve Consent Calendar as presented.
(Approved 5 - 0)

4. APPROVAL OF ACTION MINUTES:

- A. City Council Meeting – City Council Meeting – March 9, 2016

Action: Motion by Strawser, seconded by Phelps to approve the March 9, 2016 Minutes.
(Approved 5 - 0)

5. DEPARTMENT REQUESTED ACTION ITEMS AND UPDATE REPORTS:

- A. **Subject:** Memorial Bench Request for Pioneer Park
Recommendation: Approve a bench with plaque to be placed in memory of Dr. Galen Martin at Pioneer Park.

Action: Motion by Strawser, seconded by Andersen to approve a bench with plaque to be placed in memory of Dr. Galen Martin at Pioneer Park. **(Approved 5 - 0)**

- B. **Subject:** 2015 Year in Review - Police Department (Oral Report)
Recommendation: Receive and file.

Action: City Manager Prestwich requested the item be continued to the meeting of April 13, 2016.

- C. **Subject:** June 7, 2016 Municipal Election Update (Oral Report)
Recommendation: Receive and file.

Action: City Council requested:

- 1) City Clerk contact County Elections Office on March 31 to confirm whether or not Shawn Matthews' name could be added to the June 7, 2016 ballot.
- 2) Staff review and consider process improvements related to receiving and distributing candidate filing paperwork.

6. PUBLIC HEARINGS:

- A. Subject:** Appeal of Planning Commission Decision to Deny the Architectural Review Application of Charlotte Dewar to Construct a Front Entry Façade on the Accessory Building located at 254 Boulder Street
Recommendation: After holding a public hearing, Council shall make a decision whether to uphold, overturn or modify the Planning Commission decision to deny the Architectural Review Application.

Action: Motion by Phelps, seconded by Strawser to continue the public hearing to a future date to regarding the front entry façade to the accessory building located at 254 Boulder Street.

(Approved 4 – 0, Bergman recused)

- B. Subject:** An Ordinance of the City of Nevada City Imposing a 3/8 of 1% Transactions and Use Tax for Special Purposes (First Reading / Requires 4/5ths Vote)
Recommendation: Hold a public hearing and first reading of a proposed Special Tax Ordinance imposing a 3/8 of 1% Transactions and Use Tax for Special Purposes effective upon voter approval.

Action: Motion by Andersen, seconded by Strawser to hold first reading and approve proposed Special Tax Ordinance imposing a 3/8 of 1% Transactions and Use Tax effective upon voter approval.
(Approved 5 – 0)

7. OLD BUSINESS:

8. NEW BUSINESS:

- A. Subject:** Review of Draft 2016 Nevada City Community Survey
Recommendation: Provide direction to the City Manager.

Action: City Manager Prestwich requested the item be continued to meeting of April 13, 2016.

9. CORRESPONDENCE:

10. ANNOUNCEMENTS:

Please refer to the meeting video on the City's website at www.nevadacityca.gov.

11. CITY MANAGER'S REPORT:

City Manager Prestwich noted that City Hall would be closed on March 31 in observance of Cesar Chavez Holiday.

12. ADJOURNMENT – 8:57 p.m.

Jennifer Ray, Mayor

ATTEST:

Niel Locke, City Clerk

REPORT TO CITY COUNCIL

City of Nevada City
317 Broad Street
Nevada City, CA 95959
www.nevadacityca.gov

April 13, 2016

TITLE: An Ordinance of the City of Nevada City Imposing a 3/8 of 1% Transactions and Use Tax for Special Purposes (Second Reading / Requires 4/5^{ths} Vote)

RECOMMENDATION: Hold second reading and approve proposed Special Tax Ordinance imposing a 3/8 of 1% Transactions and Use Tax for Special Purposes effective upon voter approval.

CONTACT: Mark Prestwich, City Manager

BACKGROUND/DISCUSSION: In late 2014, the Nevada County Consolidated Fire District (NCCFD) notified the City of Nevada City that they intended to end an 11-year co-staffing relationship of providing three firefighters to Nevada City's Fire Station 54 on Providence Mine Road on April 19, 2015. The notice caused the City to search for ways to keep Station 54 open so that it could meet Nevada City's fire protection and emergency services needs and continue to participate in mutual aid agreements with Grass Valley and NCCFD.

When the NCCFD removed their three personnel on April 19, 2015, rather than close Station 54, the City held an administrative position vacant temporarily and instead funded a 4th firefighter position allowing the City to operate two of its three 48-hour shifts without adding new additional costs. The City then implemented a rotating brown-out of the "C" shift while awaiting word on a federal grant request it submitted to temporarily pay for the replacement firefighters until a subsequent sustainable funding source could be secured.

While it was anticipated the service impact would be minimal on brown-out days given the proximity of Consolidated Fire Station 84 adjacent to Nevada City, a review of service calls on the 28 days Station 54's "C" shift was browned-out indicates average response times increased by nearly two minutes when the station was browned out. Of critical concern was the fact that service level responses failed to meet National Fire Protection Association (NFPA)'s standard response time of 5:00 minutes at least 90% of the time. On brown-out days, response times for service calls that Station 54 would have taken had it been operational averaged 6:43, more than 1 minute and forty seconds slower than NFPA standards. In 2014, average emergency response times for Station 54 were 4:06.

Due to safety concerns related to response times, extended drought conditions, as well as the City's preparedness entering an anticipated dangerous fire season, the City Council authorized the use of Measure L funds to hire two limited-term firefighter positions to eliminate the rotating brown-out. However, because Measure L is a temporary 3/8 cent general purpose sales tax measure that expires March 31, 2018, the City Council agreed to develop a sales tax proposal for a future ballot to provide a sustainable funding needed to ensure operational continuity of Station 54 into the future.

On January 13, 2016, after a series of City Council discussions about the preferred type and timing of a sales tax, the City Council provided direction to prepare a 3/8 cent Special Tax Ordinance for the November 2016 ballot that specifically dedicates revenue received to services provided.

The proposed Special Tax Ordinance will provide the sustainable funding needed to address the staffing challenges described above. The measure will also provide funding for a new full-time Police Officer dedicated to patrol and crime prevention services to address unmet needs of the department. An expenditure plan for a typical year is included as an Appendix to the Ordinance. The City estimates the sales tax will provide annual revenues of approximately \$432,000 in fiscal year 2016/17. As noted above, all proceeds from the measure are required to be used exclusively for City Fire and Police services. Further, the ordinance includes a requirement that the City Council establish a citizens oversight committee to review the revenue and expenditure of funds for accountability purposes. A 4/5 vote is required to place the measure on the November 8, 2016 ballot and the measure must be approved by at least two-thirds of voters.

ENVIRONMENTAL CONSIDERATIONS: Not applicable.

FINANCIAL CONSIDERATIONS: California state law authorizes cities to seek voter approval of transaction and use taxes in multiples of 0.125 percent so long as the combined transaction and use taxes do not exceed two percent. It is estimated that non-City residents generate more than 60% of Nevada City sales tax revenues.

The proposed measure will provide annual revenues of approximately \$432,000 in fiscal year 2016/17. Pursuant to the proposed expenditure plan, approximately \$275,000 will be used for fund three firefighter positions and approximately \$120,000 will be used to fund a Police Officer position. Any remaining resources shall be allocated for Fire and Police equipment, training and facility maintenance expenses.

ATTACHMENTS:

- ✓ Appendix A
- ✓ Draft Ordinance

Appendix A – Importance of Station 54 to the Joint Operational Area

For more than 11 years, Nevada City's Fire Station 54 on Providence Mine Road was co-staffed by the Nevada County Consolidated Fire District and Nevada City. Each agency provided three firefighters to the City-built and equipped station; the City paid for three additional interns that completed staffing and facilitated the ability to deliver fire services cost-effectively. The station is one of seven stations in a Joint Operational Area (JOA) that includes Grass Valley, along with Nevada City and the Consolidated Fire District. By working together, the agencies maximize coverage area and improve response times.

One of the reasons Station 54 is so important to the JOA is the fact that it provides service on behalf of each of the three JOA agencies. If Station 54 were to close permanently, existing call volumes would shift to adjoining stations making those stations even busier. As those stations become busier, the chances of having the appropriate response apparatus available at scene within emergency response standards declines as evidenced by the City's experience during the rotating brown-outs. For example, some emergency events like fires and vehicle accidents require a two engine response, meaning fire engines from two stations respond to the scene. In a scenario with Station 54 closed, the responding engines must come from farther away. If more than 600 annual calls for service were added to Consolidated Fire District's Station 84 and Grass Valley's Station 2 in a scenario with Station 54 closed, that would mean those stations are more likely to be burdened with another call when a second engine response is needed. That is particularly true for Grass Valley's Station 2, as it is already the busiest JOA fire station with over 2,000 calls for service annually (considered a high volume station).

ORDINANCE NO. 2016-XX

**AN ORDINANCE OF THE CITY OF NEVADA CITY
IMPOSING A TRANSACTIONS AND USE TAX TO BE
ADMINISTERED BY THE STATE BOARD OF EQUALIZATION**

THE CITY COUNCIL OF THE CITY OF NEVADA CITY DOES ORDAIN AS FOLLOWS:

Section 1. TITLE. This ordinance shall be known as the Nevada City Fire and Police Transactions and Use Tax Ordinance. The City of Nevada City hereinafter shall be called "City." This ordinance shall be applicable in the incorporated territory of the City.

Section 2. OPERATIVE DATE. "Operative Date" means the first day of the first calendar quarter commencing more than 110 days after the adoption of this ordinance, the date of such adoption being as set forth below.

Section 3. PURPOSE. This ordinance is adopted to achieve the following, among other purposes, and directs that the provisions hereof be interpreted in order to accomplish those purposes:

A. To impose a retail transactions and use tax in accordance with the provisions of Part 1.6 (commencing with Section 7251) of Division 2 of the Revenue and Taxation Code and Section 7285.91 of Part 1.7 of Division 2 which authorizes the City to adopt this tax ordinance which shall be operative if two-thirds of the electors voting on the measure vote to approve the imposition of the tax at an election called for that purpose.

B. To adopt a retail transactions and use tax ordinance that incorporates provisions identical to those of the Sales and Use Tax Law of the State of California insofar as those provisions are not inconsistent with the requirements and limitations contained in Part 1.6 of Division 2 of the Revenue and Taxation Code.

C. To adopt a retail transactions and use tax ordinance that imposes a tax and provides a measure therefore that can be administered and collected by the State Board of Equalization in a manner that adapts itself as fully as practicable to, and requires the least possible deviation from, the existing statutory and administrative procedures followed by the State Board of Equalization in administering and collecting the California State Sales and Use Taxes.

D. To adopt a retail transactions and use tax ordinance that can be administered in a manner that will be, to the greatest degree possible, consistent with the provisions of Part 1.6 of Division 2 of the Revenue and Taxation Code, minimize the cost of collecting the transactions and use taxes, and at the same time, minimize the burden of record keeping upon persons subject to taxation under the provisions of this ordinance.

Section 4. CONTRACT WITH STATE. Prior to the operative date, the City shall contract with the State Board of Equalization to perform all functions incident to the administration and operation of this transactions and use tax ordinance; provided, that if the City shall not have contracted with the State Board of Equalization prior to the operative date, it shall nevertheless so contract and in such a case the operative date shall be the first day of the first calendar quarter following the execution of such a contract.

Section 5. TRANSACTIONS TAX RATE. For the privilege of selling tangible personal property at retail, a tax is hereby imposed upon all retailers in the incorporated territory of the City at the rate of 3/8 of 1% of the gross receipts of any retailer from the sale of all tangible personal property sold at retail in said territory on and after the operative date of this ordinance.

Section 6. PLACE OF SALE. For the purposes of this ordinance, all retail sales are consummated at the place of business of the retailer unless the tangible personal property sold is delivered by the retailer or his agent to an out-of-state destination or to a common carrier for delivery to an out-of-state destination. The gross receipts from such sales shall include delivery charges, when such charges are subject to the state sales and use tax, regardless of the place to which delivery is made. In the event a retailer has no permanent place of business in the State or has more than one place of business, the place or places at which the retail sales are consummated shall be determined under rules and regulations to be prescribed and adopted by the State Board of Equalization.

Section 7. USE TAX RATE. An excise tax is hereby imposed on the storage, use or other consumption in the City of tangible personal property purchased from any retailer on and after the operative date of this ordinance for storage, use or other consumption in said territory at the rate of 3/8 of 1% of the sales price of the property. The sales price shall include delivery charges when such charges are subject to state sales or use tax regardless of the place to which delivery is made.

Section 8. ADOPTION OF PROVISIONS OF STATE LAW. Except as otherwise provided in this ordinance and except insofar as they are inconsistent with the provisions of Part 1.6 of Division 2 of the Revenue and Taxation Code, all of the provisions of Part 1 (commencing with Section 6001) of Division 2 of the Revenue and Taxation Code are hereby adopted and made a part of this ordinance as though fully set forth herein.

Section 9. LIMITATIONS ON ADOPTION OF STATE LAW AND COLLECTION OF USE TAXES. In adopting the provisions of Part 1 of Division 2 of the Revenue and Taxation Code:

A. Wherever the State of California is named or referred to as the taxing agency, the name of this City shall be substituted therefor. However, the substitution shall not be made when:

1. The word "State" is used as a part of the title of the State Controller, State Treasurer, State Board of Control, State Board of Equalization, State Treasury, or the Constitution of the State of California;

2. The result of that substitution would require action to be taken by or against this City or any agency, officer, or employee thereof rather than by or against the State Board of Equalization, in performing the functions incident to the administration or operation of this Ordinance.

3. In those sections, including, but not necessarily limited to sections referring to the exterior boundaries of the State of California, where the result of the substitution would be to:

a. Provide an exemption from this tax with respect to certain sales, storage, use or other consumption of tangible personal property which would not otherwise be exempt from this tax while such sales, storage, use or other consumption remain subject to tax by the State under the provisions of Part 1 of Division 2 of the Revenue and Taxation Code, or;

b. Impose this tax with respect to certain sales, storage, use or other consumption of tangible personal property which would not be subject to tax by the state under the said provision of that code.

4. In Sections 6701, 6702 (except in the last sentence thereof), 6711, 6715, 6737, 6797 or 6828 of the Revenue and Taxation Code.

B. The word "City" shall be substituted for the word "State" in the phrase "retailer engaged in business in this State" in Section 6203 and in the definition of that phrase in Section 6203.

Section 10. PERMIT NOT REQUIRED. If a seller's permit has been issued to a retailer under Section 6067 of the Revenue and Taxation Code, an additional transactor's permit shall not be required by this ordinance.

Section 11. EXEMPTIONS AND EXCLUSIONS.

A. There shall be excluded from the measure of the transactions tax and the use tax the amount of any sales tax or use tax imposed by the State of California or by any city, city and county, or county pursuant to the Bradley-Burns Uniform Local Sales and Use Tax Law or the amount of any state-administered transactions or use tax.

B. There are exempted from the computation of the amount of transactions tax the gross receipts from:

1. Sales of tangible personal property, other than fuel or petroleum products, to operators of aircraft to be used or consumed principally outside the county in which the sale is made and directly and exclusively in the use of such aircraft as common carriers of persons or property under the authority of the laws of this State, the United States, or any foreign government.

2. Sales of property to be used outside the City which is shipped to a point outside the City, pursuant to the contract of sale, by delivery to such point by the retailer or his agent, or by delivery by the retailer to a carrier for shipment to a consignee at such point. For the purposes of this paragraph, delivery to a point outside the City shall be satisfied:

a. With respect to vehicles (other than commercial vehicles) subject to registration pursuant to Chapter 1 (commencing with Section 4000) of Division 3 of the Vehicle Code, aircraft licensed in compliance with Section 21411 of the Public Utilities Code, and undocumented vessels registered under Division 3.5 (commencing with Section 9840) of the Vehicle Code by registration to an out-of-City address and by a declaration under penalty of perjury, signed by the buyer, stating that such address is, in fact, his or her principal place of residence; and

b. With respect to commercial vehicles, by registration to a place of business out-of-City and declaration under penalty of perjury, signed by the buyer, that the vehicle will be operated from that address.

3. The sale of tangible personal property if the seller is obligated to furnish the property for a fixed price pursuant to a contract entered into prior to the operative date of this ordinance.

4. A lease of tangible personal property which is a continuing sale of such property, for any period of time for which the lessor is obligated to lease the property for an amount fixed by the lease prior to the operative date of this ordinance.

5. For the purposes of subparagraphs (3) and (4) of this section, the sale or lease of tangible personal property shall be deemed not to be obligated pursuant to a contract or lease for any period of time for which any party to the contract or lease has the unconditional right to terminate the contract or lease upon notice, whether or not such right is exercised.

C. There are exempted from the use tax imposed by this ordinance, the storage, use or other consumption in this City of tangible personal property:

1. The gross receipts from the sale of which have been subject to a transactions tax under any state-administered transactions and use tax ordinance.

2. Other than fuel or petroleum products purchased by operators of aircraft and used or consumed by such operators directly and exclusively in the use of such aircraft as common carriers of persons or property for hire or compensation under a certificate of public convenience and necessity issued pursuant to the laws of this State, the United States, or any foreign government. This exemption is in addition to the exemptions provided in Sections 6366 and 6366.1 of the Revenue and Taxation Code of the State of California.

3. If the purchaser is obligated to purchase the property for a fixed price pursuant to a contract entered into prior to the operative date of this ordinance.

4. If the possession of, or the exercise of any right or power over, the tangible personal property arises under a lease which is a continuing purchase of such property for any period of time for which the lessee is obligated to lease the property for an amount fixed by a lease prior to the operative date of this ordinance.

5. For the purposes of subparagraphs (3) and (4) of this section, storage, use, or other consumption, or possession of, or exercise of any right or power over, tangible personal property shall be deemed not to be obligated pursuant to a contract or lease for any period of time for which any party to the contract or lease has the unconditional right to terminate the contract or lease upon notice, whether or not such right is exercised.

6. Except as provided in subparagraph (7), a retailer engaged in business in the City shall not be required to collect use tax from the purchaser of tangible personal property, unless the retailer ships or delivers the property into the City or participates within the City in making the sale of the property, including, but not limited to, soliciting or receiving the order, either directly or indirectly, at a place of business of the retailer in the City or through any representative, agent, canvasser, solicitor, subsidiary, or person in the City under the authority of the retailer.

7. "A retailer engaged in business in the City" shall also include any retailer of any of the following: vehicles subject to registration pursuant to Chapter 1 (commencing with Section 4000) of Division 3 of the Vehicle Code, aircraft licensed in compliance with Section 21411 of the Public Utilities Code, or undocumented vessels registered under Division 3.5 (commencing with Section 9840) of the Vehicle Code. That retailer shall be required to collect use tax from any purchaser who registers or licenses the vehicle, vessel, or aircraft at an address in the City.

D. Any person subject to use tax under this ordinance may credit against that tax any transactions tax or reimbursement for transactions tax paid to a district imposing, or retailer liable for a transactions tax pursuant to Part 1.6 of Division 2 of the Revenue and Taxation Code with respect to the sale to the person of the property the storage, use or other consumption of which is subject to the use tax.

Section 12. AMENDMENTS. All amendments subsequent to the effective date of this ordinance to Part 1 of Division 2 of the Revenue and Taxation Code relating to sales and use taxes and which are not inconsistent with Part 1.6 and Part 1.7 of Division 2 of the Revenue and Taxation Code, and all amendments to Part 1.6 and Part 1.7 of Division 2 of the Revenue and Taxation Code, shall automatically become a part of this ordinance, provided however, that no such amendment shall operate so as to affect the rate of tax imposed by this ordinance.

Section 13. ENJOINING COLLECTION FORBIDDEN. No injunction or writ of mandate or other legal or equitable process shall issue in any suit, action or proceeding in any court against the State or the City, or against any officer of the State or the City, to prevent or enjoin the collection under this ordinance, or Part 1.6 of Division 2 of the Revenue and Taxation Code, of any tax or any amount of tax required to be collected.

Section 14. CITIZENS OVERSIGHT COMMITTEE. Although not otherwise required by law, the city council shall, by resolution adopted before the operative date of this ordinance, establish a citizens oversight committee to review the revenue and expenditure of funds from the tax adopted by this ordinance. The members' terms and qualifications, and duties and scope of the committee, shall be as established by the resolution.

Section 15. INDEPENDENT ANNUAL AUDIT. The proceeds resulting from this transactions and use tax shall be accounted for in a special fund and become subject to the same independent annual audit requirements as other general fund revenue. The independent auditor's report, which shall include an accounting of the revenues received and expenditures made from the transactions and use tax, will be presented annually to the City Council and made available for public review.

Section 16. SEVERABILITY. If any provision of this ordinance or the application thereof to any person or circumstance is held invalid, the remainder of the ordinance and the application of such provision to other persons or circumstances shall not be affected thereby.

Section 17. EFFECTIVE DATE. This ordinance relates to the levying and collecting of the City transactions and use taxes and shall take effect immediately.

Section 18. TERMINATION DATE. The authority to levy the tax imposed by this ordinance shall continue indefinitely until terminated by a majority of the voters at a regularly scheduled municipal election.

Section 19. The following measure shall be placed on the ballot for the general election to be held on June 7, 2016, and the measure shall read as follows:

To ensure Nevada City's Fire Station remains operational, continues to provide essential fire protection, 9-1-1 response, and emergency medical services to the community, and to fund one additional Police Officer for dedicated patrol and crime prevention services, shall the City of Nevada City enact a three-eighths cent per one dollar transactions and use tax, with all funds to be spent locally, and subject to required annual financial audits and independent citizen oversight?

_____ YES _____ No

Section 20. All of the funds generated from this revenue source shall be restricted to use exclusively for professional fire and police protection purposes: including the operation, maintenance, and improvement of fire and police facilities within the City; maintenance, replacement, and upgrading of fire and police equipment; staffing and training of professional, career fire and police personnel and support staff; and expenditures necessary to support mutual aid from and to like agencies in other jurisdictions in time of need, and for no other purpose. It is

intended that the revenues generated will provide the resources for Nevada City to maintain and operate its own professional municipal fire and police departments to adequately provide for public safety for its residents and to participate in mutual aid arrangements with like agencies. These expenses are real and ongoing rather than one-time expenditures that could be satisfied within a set period of time, so that collection of this tax shall be ongoing, with no term or sunset provision, without any need to resubmit it to the voters, but subject to termination by a majority of the voters at a future regular municipal election called for that purpose. An Expenditure Plan has been prepared by the Nevada City Fire and Police Departments reflecting existing and anticipated expenditures currently known to be necessary to provide effective fire and police protection purposes now and when the existing general tax sunsets in 2018 and the funds raised by this ordinance will be expended in accordance with that plan. The Expenditure Plan is attached hereto and incorporated herein.

PUBLICATION: The City of Nevada City shall publish this Ordinance in The Union, a newspaper of general circulation, within 15 days of the date of its passage

PASSED AND ADOPTED at a regularly scheduled meeting of the City Council of the city of Nevada City , State of California, on _____, 2016, by the following vote:

AYES:

NOES:

ABSENT:

Jennifer Ray, Mayor

Attest: _____
Niel Locke, City Clerk

I, Niel Locke, duly deputized City Clerk of the City of Nevada City, California, do hereby certify that the above is a true and correct copy of Ordinance No. 2016-XX duly passed and adopted by the City council of the City of Nevada City on the ____ day of _____, 2016.

Niel Locke, City Clerk

City of Nevada City Expenditure Plan of Anticipated Three-Eight (3/8) Cent Sales Tax Revenue

The City requires a sustainable funding source to fund three permanent firefighter positions to address a staffing shortfall that occurred in April 2015 when the Nevada County Consolidated Fire District removed three firefighters from the formerly co-staffed City Fire Station No. 54 on Providence Mine Road. The City also desires to increase sworn Police staffing to include sustainable funding for a new full-time Police Officer dedicated to patrol and crime prevention. Remaining resources shall be allocated for Police and Fire equipment, training and facility maintenance and other eligible expenses.

The City estimates the sales tax will provide annual revenues of approximately \$432,000 in fiscal year 2016/17.

Expenditure Plan for a Typical Year*

Three (3) Firefighters	\$ 275,000
One (1) Police Officer	120,000
Police/Fire Equipment, Training & Facility Maintenance	37,000
TOTAL	\$ 432,000

* Revenue and expenditure figures will adjust annually due to inflation and performance

REPORT TO CITY COUNCIL

City of Nevada City
317 Broad Street
Nevada City CA 95959
www.nevadacityca.gov

April 13, 2016

TITLE: Nevada City Chamber of Commerce Street Closure Requests

RECOMMENDATION: Review and authorize Nevada City Chamber of Commerce street closure requests per application.

CONTACT: Mark Prestwich, City Manager

BACKGROUND / DISCUSSION: The City recently received a binder from the Nevada City Chamber of Commerce for nine events in which street closures are requested over the next 12 months. Eight of the nine events are traditional requests. The Chamber is also requesting a street closure for a new skateboarding event (2016 Gold Rush Classic). Additional information pertaining to this request and the following events is summarized in the attached materials:

- Soap Box Derby
- Nevada City Bicycle Classic
- July 4th Parade
- Summer Nights in Nevada City
- Constitution Day Concert and Parade
- Skate Board Race
- Victorian Christmas
- Mardi Gras Street Faire & Parade

ENVIRONMENTAL CONSIDERATIONS: Not applicable.

FISCAL IMPACT: Not applicable.

ATTACHMENTS:

- ✓ Street Closure/Special Event Applications



CHAMBER OF COMMERCE

132 Main Street
Nevada City, CA 95959
(530) 265-2692

February 24, 2016

Dear Council Members:

This Binder contains all Chamber of Commerce Street Closure requests for 2016 and one in early 2017. These are the traditional requests except there are a couple of changes.

1. The N.C. Schools will not be presenting a BEAR (Be Excited About Reading) parade as they have done in the past.
2. The Chamber is asking for a new street closure on October 8th to present a Skateboard Race. The plan is to use Nimrod Street similar to the Soapbox Derby.

Thank you for your support and cooperation with all of the requested street closures. Nevada City is known for its warm and welcoming sprit, which is definitely reflected through our special events.

Sincerely,

NEVADA CITY CHAMBER OF COMMERCE

Dave Iorns
President

Nevada City Street Closures

Table of Contents

2016

Soap Box Derby.....1

Nevada City Bicycle Classic.....2

4th of July Parade.....3

Summer Nights in Nevada City.....4

Constitution Day Concert.....5

Constitution Day Parade.....6

Skate Board Race.....7

Victorian Christmas.....8

2017

Mardi Gras Parade & Street Faire.....9

SOAPBOX DERBY - June 5, 2016

DRAFT CITY OF NEVADA CITY

(SUNDAY)



SPECIAL EVENT APPLICATION / CONTRACT

OVERVIEW

Thank you for choosing the City of Nevada City as the location for your event. The City requires the submittal of a Special Event Application as a pre-condition of considering whether to enter into an agreement to grant temporary use of all or any portion of a public street, sidewalk or alley.

Application materials must be completed in full and submitted to the City at least 90 days prior to your event date, and no more than one year in advance of the event date. Applications are accepted on a first-come, first-served basis. A non-refundable application fee must be paid upon submission of your completed application. Fees are described in the "Fees" section below. Use "NA" for "not applicable" to questions or sections that do not apply to your event. Incomplete applications will not be accepted and will delay processing which could affect the availability of your preferred event date or location. Please note the information you provide becomes public information.

City staff review application materials and prepare a Draft Special Event Contract (which may include additional requirements to ensure a safe event) for consideration by the City Council at a formal noticed public meeting. Applicants are strongly encouraged to attend the designated City Council meeting in order to discuss their proposed event and answer related questions. Please ensure you have City Council approval before marketing or advertising your event.

APPLICANT AUTHORIZATION AND INDEMNITY

To the extent allowed by law, Applicant agrees to defend, indemnify, and hold harmless the City of Nevada City, its agents, officials, and employees from and against all claims, damages, losses, injuries, illness, accidents relating to, arising out of, or resulting from, the use of this Special Event Application and the information contained therein, and any resulting Contract.

Applicant acknowledges that the information provided in this Application is true and accurate to the best of Applicant's knowledge and belief.

I have read, understand and agree to comply with all the information provided in the Special Event Application (attached) and any resulting permits and Special Event Contract if approved by the City Council.

Signature of Applicant: Ric L. Beave, Date: 2-22-16, Printed Name and Title of Applicant: RICH BEAVE, PRESIDENT NEVADA CITY SOAPBOX DERBY

(Person signing must be the same person who is listed as the Applicant on page 2.)

APPLICANT INFORMATION

Name of Requested Event NEVADA CITY SCARBOX DERBY

Name of Applicant/Responsible Party RICH BODINE

(Must match name on Page 1)

Sponsoring Organization/Company NEVADA CITY SCARBOX DERBY

Street Address 13205 QUAKER HILL CROSS RD, Apt/Unit/Suite _____

City NEVADA CITY State CA Zip Code 95959

Email nccderby@gmail.com

Daytime Phone 204-6233 Cell Phone 530 264-6233

Does the sponsoring organization/party have experience producing similar events?

Yes No (Circle One)

Event Contact for Public Information

Name RICH BODINE Contact Phone 530 264-6233

Email nccderby@gmail.com

Website www.nccderby.com

Day of Event Contact Information

On-site Contact Name RICH BODINE

On-site Contact Cell Number 530 264-6233

Day of Event ALTERNATE Contact Information

On-site Contact Name GARY APPLE

On-site Contact Cell Number 530 263-6404

EVENT DETAILS

Event Description. Please attach a detailed description of your event to this application (e.g. Overall summary, Is it open to the public? How will it be publicized? Is it kid/family friendly? Can it go forward rain or shine? Etc.)

Type of Event (Check all that apply)

- Parade/Procession
- Street Festival/Block Party
- Fundraiser
- Concert
- Run/Walk/Bicycle
- Other: Singbox Derby Race

Has this event been produced before? Yes No
 Is this an annual event? Yes No
 Will there be an admission or entry fee? Yes No
 If yes, fee per adult: \$ 200⁰⁰ / Team Fee per child: \$ N/A
FREE FOR SPECTATORS

[For Parades Only]

Number of units and floats for parade: -

Event Date(s) 6/5/16 (Sunday)

Expected number of:
 Attendees 1500 Participants 90 Volunteers 100

Event Hours Start 12 pm End 6 pm

Set-up Date 6/5/16 Time 6am - 12 noon

Break Down Date 6/5/16 Time 6-7 pm

Names of street(s), sidewalk(s), alley(s) proposed to be closed (attach additional pages or complete attached map if necessary). Note that it may be necessary to consult with a Police Sergeant (265-2626) and/or the Director of Public Works (265-2496) to accurately identify requested street closures.

Entire Length of

MURDO STREET between GRACIE/CLAY & PARK AVE
 _____ between _____ & _____
 _____ between _____ & _____
 _____ between _____ & _____

Please note whether your event includes any of the following*:

- | | |
|---|---|
| <input checked="" type="checkbox"/> Amplified sound | <input type="checkbox"/> Concessions |
| <input checked="" type="checkbox"/> Food Vendors | <input type="checkbox"/> Stages/Platforms |
| <input type="checkbox"/> Food Cooking | <input type="checkbox"/> Tents/Temporary Structures |
| <input checked="" type="checkbox"/> Alcohol sales | <input type="checkbox"/> Animals will be present |
| <input type="checkbox"/> Temporary Lighting | |

*If any of the above are checked, please include additional details below.

NC Chamber will operate a beer/wine concession.
Food vendors will set up booths within Pioneer
Park. Amusements and race results on
live speaker system.

FEES

The City requires the payment of a non-refundable application fee upon submission of your completed application. Late fees apply to applications filed less than 90 days in advance of an event. The City does not guarantee any application submitted less than 45 days in advance will be able to be submitted to the City Council for consideration prior to the planned event. Please select from the following table the fee(s) that apply to your application:

- \$100 Timely application for single new event OR old event with new sponsor
- \$50 Timely application for repeat of event with same sponsor
- \$25 For each additional application for new event by the same sponsor
- \$10 For each additional application for repeat of event with same sponsor
- \$75 Additional fee for applications filed less than 90 days in advance of an event

\$ 50 Total Fees

EVENT REQUIREMENTS

RS **Alcohol.** If alcohol is sold at your event, an Alcohol Permit from California Alcohol Beverage Control (ABC) is required. Please contact ABC at (916) 419-1319.

RS **Amplified Sound.** If the event will have amplified sound, applicant is required to have an event staff member responsible for monitoring sound levels to assure compliance with City noise standards when sound/music/noise may be audible beyond the event venue.

RS **Business License.** All vendors participating in an event held in Nevada City must obtain a current business license. For information about business license requirements, call City Hall at (530) 265-2496.

Event Notification. An event can change the normal flow of residential and business activity potentially causing a negative impact on the community. As the event organizer, you are responsible for notifying those residents and businesses that are adjacent to the planned closure prior to submission of your Application. Applicants must meet the Event Notification requirements unless the event is sponsored by the Nevada City Chamber of Commerce or has been approved and held annually in the same manner for three or more years. The preferred method of notification is the Requested Special Event Notification Form (Addendum A). Unless

otherwise exempt, your application materials must include a signed Notification Certification (Addendum B) confirming adjacent residents and businesses were notified of the planned event.

Form of Payment. The City accepts payment in the form of cash, personal/business check, money order or cashier's check. Please note there will be a \$25 service charge for all returned checks.

Insurance. The applicant and/or the sponsoring organization is required to provide proof of insurance. A current or valid Certificate of General Liability Insurance in the amount of \$1,000,000 and an endorsement (CG2026 or equivalent) naming the City of Nevada City as additional insured will be required at least 30 days prior to the event.

Parking. Applicants will be required to work with the Nevada City Police Department to facilitate ingress/egress requirements for event participants.

Restrooms. Public restrooms are limited to two, one at Robinson Plaza and one in the Commercial Street parking lot. If your event is planned for more than 50 people or in an area away from either public restroom, you may be required to provide restroom accommodations and hand washing facilities for event attendees in the quantity prescribed by the City.

Waste Management/Recycling. You are responsible for properly disposing of all waste and garbage throughout the term of your event, and immediately upon conclusion of the event the area must be returned to a clean condition. Therefore, the City may require the applicant to provide trash and recycling containers if the event involves food or drink vendors. Should cleanup be inadequate or damage to City property occurs, you will be billed at full recovery rates, plus overhead for cleanup and repair.

CHECKLIST

Thank you for completing the Special Event Application. Before you submit your application to the City of Nevada City, please make sure you have completed the following steps:

- Sign AND date your application.
- Attach a detailed event description to the application.
- Secure required insurance for the event.
- Include a Notification Certification confirming businesses and residents have been notified of the planned event.
- Calculate and include the applicable fee.

Submit your completed application to:

City of Nevada City
Attn. Special Event Applications
317 Broad Street
Nevada City, CA 95959

[Internal Use Only]

Police Comments:

Fire Comments:

Public Works Comments:

PLEASE NOTE. You have received this notification because your property/business is located adjacent to a requested temporary street, sidewalk or alley closure that is subject to City Council approval at a future City Council meeting. Please monitor future City Council agendas for consideration of the following request.

STREET CLOSURE/SPECIAL EVENT INFORMATION

Type of Event (Check all that apply)

Parade/Procession

Concert

Street Festival/Block Party

Other: Nevada City

Fundraiser

Snapbox Derby

Event Name/Description Nevada City Snapbox Derby, 30-40
teams racing past Pioneer Park for fun and
to benefit Pioneer Park and our community. Free
swimming for the kids, free to attend.

Event Date(s) June 5, 2016

Expected Attendance 1,500

Event Hours Start 12 pm

End 6 pm

Set-up Date 6/5/16

Time 6 am - 12 pm

Break Down Date 6/5/16

Time 6 - 7 pm

Names of street(s), sidewalk(s), alley(s) proposed to be closed:

ENTIRE LENGTH OF
N. WOOD STREET between GRACE/CLAY & PARK AVE

_____ between _____ & _____

Sponsoring Organization NEVADA CITY SNAPBOX DERBY

Event Contact RIGHT BUDINE

Phone Number 530 264-6233

Event Website www.ncderby.com

Email: ncderby@gmail.com

EVENT INFORMATION

Sponsoring Organization NEVADA CITY SOAPBOX DERBY
 Event Name NEVADA CITY SOAPBOX DERBY
 Event Date(s) 6/5/16 (Sunday)
 Event Location N. 12th STREET + PIONEER PARK

Signature of Sponsor or Authorized Representative

I acknowledge I am responsible for providing notice of my requested event to all adjacent residents and businesses and certify that the entities listed below have been notified of the requested event.

Name (printed) RICH BODINE
 Signature Rich Bodine

Name/Business	Address	Method of Notification
		<input type="checkbox"/> Email <input type="checkbox"/> Hand Delivered <input type="checkbox"/> Mail
		<input type="checkbox"/> Email <input type="checkbox"/> Hand Delivered <input type="checkbox"/> Mail
		<input type="checkbox"/> Email <input type="checkbox"/> Hand Delivered <input type="checkbox"/> Mail
		<input type="checkbox"/> Email <input type="checkbox"/> Hand Delivered <input type="checkbox"/> Mail
		<input type="checkbox"/> Email <input type="checkbox"/> Hand Delivered <input type="checkbox"/> Mail
		<input type="checkbox"/> Email <input type="checkbox"/> Hand Delivered <input type="checkbox"/> Mail
		<input type="checkbox"/> Email <input type="checkbox"/> Hand Delivered <input type="checkbox"/> Mail

[Attach additional pages as needed]

NC BIKYAK CLASSIC

JUNE 19, 2016



DRAFT CITY OF NEVADA CITY

SPECIAL EVENT APPLICATION / CONTRACT

OVERVIEW

Thank you for choosing the City of Nevada City as the location for your event. The City requires the submittal of a Special Event Application as a pre-condition of considering whether to enter into an agreement to grant temporary use of all or any portion of a public street, sidewalk or alley.

Application materials must be completed in full and submitted to the City at least 90 days prior to your event date, and no more than one year in advance of the event date. Applications are accepted on a first-come, first-served basis. A non-refundable application fee must be paid upon submission of your completed application. Fees are described in the "Fees" section below. Use "NA" for "not applicable" to questions or sections that do not apply to your event. Incomplete applications will not be accepted and will delay processing which could affect the availability of your preferred event date or location. Please note the information you provide becomes public information.

City staff review application materials and prepare a Draft Special Event Contract (which may include additional requirements to ensure a safe event) for consideration by the City Council at a formal noticed public meeting. Applicants are strongly encouraged to attend the designated City Council meeting in order to discuss their proposed event and answer related questions. Please ensure you have City Council approval before marketing or advertising your event.

APPLICANT AUTHORIZATION AND INDEMNITY

To the extent allowed by law, Applicant agrees to defend, indemnify, and hold harmless the City of Nevada City, its agents, officials, and employees from and against all claims, damages, losses, injuries, illness, accidents relating to, arising out of, or resulting from, the use of this Special Event Application and the information contained therein, and any resulting Contract.

Applicant acknowledges that the information provided in this Application is true and accurate to the best of Applicant's knowledge and belief.

I have read, understand and agree to comply with all the information provided in the Special Event Application (attached) and any resulting permits and Special Event Contract if approved by the City Council.

Cathy Whittlesey _____ 2/19/16 _____
Signature of Applicant Date
Cathy Whittlesey Exec. Director - NC CoFC
Printed Name and Title of Applicant

(Person signing must be the same person who is listed as the Applicant on page 2.)

APPLICANT INFORMATION

Name of Requested Event NEVADA CITY BICYCLE CLASSIC

Name of Applicant/Responsible Party Nevada City Chamber of Commerce
(Must match name on Page 1)

Sponsoring Organization/Company Nevada City Chamber of Commerce

Street Address 132 Main St. Apt/Unit/Suite _____

City Nevada City State CA Zip Code 95959

Email Cathy@nevadacitychamber.com

Daytime Phone 265-2692 Cell Phone 913-7064

Does the sponsoring organization/party have experience producing similar events?

Yes/No (Circle One)

Event Contact for Public Information

Name Nevada City Chamber of Commerce Contact Phone 265-2692

Email info@nevadacitychamber.com

Website www.nevadacitychamber.com

Day of Event Contact Information

On-site Contact Name DUANE STRAWSER

On-site Contact Cell Number 263-3388

Day of Event ALTERNATE Contact Information

On-site Contact Name Cathy Whittleson

On-site Contact Cell Number 913-7064

EVENT DETAILS

Event Description. Please attach a detailed description of your event to this application (e.g. Overall summary, Is it open to the public? How will it be publicized? Is it kid/family friendly? Can it go forward rain or shine? Etc.)

Type of Event (Check all that apply)

- ___ Parade/Procession
___ Street Festival/Block Party
___ Fundraiser
___ Concert
[X] Run/Walk/Bicycle
___ Other: _____

Has this event been produced before? (Yes) No

Is this an annual event? (Yes) (No)

Will there be an admission or entry fee? Yes (No)

If yes, fee per adult: \$ _____ Fee per child: \$ _____

[For Parades Only]

Number of units and floats for parade: _____

Event Date(s) June 19, 2016

Expected number of:

Attendees 5,000 Participants 300 Volunteers 100

Event Hours Start 12:30 End 7 pm

Set-up Date 6/19 Streets Closed

Break Down Date 6/19 9 a.m. to 7 p.m. - N. Pine from Broad to Commercial.

Names of street(s), sidewalk(s), alley(s) proposed complete attached map if necessary). Note that it Sergeant (265-2626) and/or the Director of Public requested street closures. 10 a.m. to 7 p.m. - 200 Block of Broad from Pine to Union.

_____ between _____ 12:30 to 7 p.m. - See Map
_____ & _____
_____ & _____
_____ & _____

See Attached Map

City of Nevada City Street Closure/Special Event Application

Please note whether your event includes any of the following*:

- | | |
|---|--|
| <input checked="" type="checkbox"/> Amplified sound | <input checked="" type="checkbox"/> Concessions |
| <input type="checkbox"/> Food Vendors | <input checked="" type="checkbox"/> Stages/Platforms |
| <input type="checkbox"/> Food Cooking | <input checked="" type="checkbox"/> Tents/Temporary Structures |
| <input checked="" type="checkbox"/> Alcohol sales | <input type="checkbox"/> Animals will be present |
| <input type="checkbox"/> Temporary Lighting | |

*If any of the above are checked, please include additional details below.

Amplified Sound - Speakers Placed Around Course. Announce at Intersection of Broad + Pine

Alcohol will be sold Representing Major Sponsor Ol' Republic Brewery

Concessions - Small Street Festival on N. Pine Street - Mostly all Bike Related Products + Sponsors

Stages at Intersection of Broad + Pine

Tents/Temp Structures - On N. Pine St and in Three Forks Parking lot

Nevada City Bicycle Classic

One of America's top cycling events celebrates its 55th anniversary this year and many of the nation's top cyclists are expected to be on hand.

The 55th Annual Nevada City Bicycle Classic will be held on Father's Day, Sunday, June 19, 2016, in historic downtown Nevada City.

The Nevada City Classic is one of the premiere sporting events in the Sierra foothills, the largest and oldest bike race on the West Coast, and the second-oldest race in the nation.

Historic Nevada City is draped with flags and bunting and provides a colorful backdrop as cyclists whiz through the downtown area, spokes flashing and crowds cheering. Several thousand spectators attend the traditional Father's Day event.

Senior and professional riders representing top U.S. cycling teams are expected to race in the men's 90-minute main event. Women's, Junior's and Master's races also are planned. Action begins at 1 p.m. and is usually complete by about 6:30 p.m.

T-Shirts will be available for sale on race day, or contact the Nevada City Chamber of Commerce at (530) 265-2692.

Nevada City is located at the 2500-foot elevation on the forested western slope of the Sierra Nevada. From Sacramento, it's a one-hour drive via eastbound Interstate 80 and northbound Highway 49. Nevada City is 90 minutes from Reno via westbound I-80 and Highway 20.

The Nevada City Classic is under the direction and sponsorship of the Nevada City Chamber of Commerce.

For information on the Nevada City Bicycle Classic, call the Nevada City Chamber of Commerce at (530) 265-2692.

FEES

The City requires the payment of a non-refundable application fee upon submission of your completed application. Late fees apply to applications filed less than 90 days in advance of an event. The City does not guarantee any application submitted less than 45 days in advance will be able to be submitted to the City Council for consideration prior to the planned event. Please select from the following table the fee(s) that apply to your application:

- \$100 Timely application for single new event OR old event with new sponsor
- \$50 Timely application for repeat of event with same sponsor
- \$25 For each additional application for new event by the same sponsor
- \$10 For each additional application for repeat of event with same sponsor
- \$75 Additional fee for applications filed less than 90 days but more than 45 days in advance

\$10 Total Fees

EVENT REQUIREMENTS

Alcohol. If alcohol is sold at your event, an Alcohol Permit from California Alcohol Beverage Control (ABC) is required. Please contact ABC at (916) 419-1319.

Amplified Sound. If the event will have amplified sound, applicant is required to have an event staff member responsible for monitoring sound levels to assure compliance with City noise standards when sound/music/noise may be audible beyond the event venue.

Business License. All vendors participating in an event held in Nevada City must obtain a current business license. For information about business license requirements, call City Hall at (530) 265-2496.

Event Notification. An event can change the normal flow of residential and business activity potentially causing a negative impact on the community. As the event organizer, you are responsible for notifying those residents and businesses that are adjacent to the planned closure prior to submission of your Application. Applicants must meet the Event Notification requirements unless the event is sponsored by the Nevada City Chamber of Commerce or has been approved and held annually in the same manner for three or more years. The preferred method of notification is the Requested Special Event Notification Form (Addendum A). Unless

otherwise exempt, your application materials must include a signed Notification Certification (Addendum B) confirming adjacent residents and businesses were notified of the planned event.

Form of Payment. The City accepts payment in the form of cash, personal/business check, money order or cashier's check. Please note there will be a \$25 service charge for all returned checks.

Insurance. The applicant and/or the sponsoring organization is required to provide proof of insurance. A current or valid Certificate of General Liability Insurance in the amount of \$1,000,000 and an endorsement (CG2026 or equivalent) naming the City of Nevada City as additional insured will be required at least 30 days prior to the event.

Parking. Applicants will be required to work with the Nevada City Police Department to facilitate ingress/egress requirements for event participants.

Restrooms. Public restrooms are limited to two, one at Robinson Plaza and one in the Commercial Street parking lot. If your event is planned for more than 50 people or in an area away from either public restroom, you may be required to provide restroom accommodations and hand washing facilities for event attendees in the quantity prescribed by the City.

Waste Management/Recycling. You are responsible for properly disposing of all waste and garbage throughout the term of your event, and immediately upon conclusion of the event the area must be returned to a clean condition. Therefore, the City may require the applicant to provide trash and recycling containers if the event involves food or drink vendors. Should cleanup be inadequate or damage to City property occurs, you will be billed at full recovery rates, plus overhead for cleanup and repair.

CHECKLIST

Thank you for completing the Special Event Application. Before you submit your application to the City of Nevada City, please make sure you have completed the following steps:

- Sign AND date your application.
- Attach a detailed event description to the application.
- Secure required insurance for the event.
- Include a Notification Certification confirming businesses and residents have been notified of the planned event.
- Calculate and include the applicable fee.

Submit your completed application to:

City of Nevada City
Attn. Special Event Applications
317 Broad Street
Nevada City, CA 95959

[Internal Use Only]

Police Comments:

Fire Comments:

Public Works Comments:

4th of July Parade - July 4, 2016



DRAFT CITY OF NEVADA CITY

SPECIAL EVENT APPLICATION / CONTRACT

OVERVIEW

Thank you for choosing the City of Nevada City as the location for your event. The City requires the submittal of a Special Event Application as a pre-condition of considering whether to enter into an agreement to grant temporary use of all or any portion of a public street, sidewalk or alley.

Application materials must be completed in full and submitted to the City at least 90 days prior to your event date, and no more than one year in advance of the event date. Applications are accepted on a first-come, first-served basis. A non-refundable application fee must be paid upon submission of your completed application. Fees are described in the "Fees" section below. Use "NA" for "not applicable" to questions or sections that do not apply to your event. Incomplete applications will not be accepted and will delay processing which could affect the availability of your preferred event date or location. Please note the information you provide becomes public information.

City staff review application materials and prepare a Draft Special Event Contract (which may include additional requirements to ensure a safe event) for consideration by the City Council at a formal noticed public meeting. Applicants are strongly encouraged to attend the designated City Council meeting in order to discuss their proposed event and answer related questions. Please ensure you have City Council approval before marketing or advertising your event.

APPLICANT AUTHORIZATION AND INDEMNITY

To the extent allowed by law, Applicant agrees to defend, indemnify, and hold harmless the City of Nevada City, its agents, officials, and employees from and against all claims, damages, losses, injuries, illness, accidents relating to, arising out of, or resulting from, the use of this Special Event Application and the information contained therein, and any resulting Contract.

Applicant acknowledges that the information provided in this Application is true and accurate to the best of Applicant's knowledge and belief.

I have read, understand and agree to comply with all the information provided in the Special Event Application (attached) and any resulting permits and Special Event Contract if approved by the City Council.

Cathy Whittlesey (Signature) 2/19/16 (Date)
Cathy Whittlesey - NC CoFC (Printed Name and Title of Applicant)

(Person signing must be the same person who is listed as the Applicant on page 2.)

APPLICANT INFORMATION

Name of Requested Event 4th of July Parade

Name of Applicant/Responsible Party Nevada City Chamber
(Must match name on Page 1)

Sponsoring Organization/Company Nevada City Chamber

Street Address 132 Main St. Apt/Unit/Suite _____

City Nevada City State CA Zip Code 95959

Email cathy@nevadacitychamber.com

Daytime Phone 265-2692 Cell Phone 913-7064

Does the sponsoring organization/party have experience producing similar events?

Yes / No (Circle One)

Event Contact for Public Information

Name Nevada City Chamber Contact Phone 265-2692

Email info@nevadacitychamber.com

Website nevadacitychamber.com

Day of Event Contact Information

On-site Contact Name Tim Brown

On-site Contact Cell Number 798-8915

Day of Event ALTERNATE Contact Information

On-site Contact Name Cathy Whittlesey

On-site Contact Cell Number 913-7064

EVENT DETAILS

Event Description. Please attach a detailed description of your event to this application (e.g. Overall summary, Is it open to the public? How will it be publicized? Is it kid/family friendly? Can it go forward rain or shine? Etc.)

Type of Event (Check all that apply)

- Parade/Procession
- Street Festival/Block Party
- Fundraiser
- Concert
- Run/Walk/Bicycle
- Other: _____

Has this event been produced before? Yes No
 Is this an annual event? Yes No *Every other year*
 Will there be an admission or entry fee? Yes No
 If yes, fee per adult: \$ _____ Fee per child: \$ _____

[For Parades Only]

Number of units and floats for parade: 75 to 100

Event Date(s) July 4, 2016

Expected number of:

Attendees 1,000 Participants 200 Volunteers 20

Event Hours Start _____ End _____

Set-up Date _____ Time _____

Break Down Date _____ Time _____

Names of street(s), sidewalk(s), alley(s) proposed to be closed (attach additional pages or complete attached map if necessary). Note that it may be necessary to consult with a Police Sergeant (265-2626) and/or the Director of Public Works (265-2496) to accurately identify requested street closures.

_____ between See attached map
 _____ between _____ & _____
 _____ between _____ & _____
 _____ between _____ & _____

Please note whether your event includes any of the following*:

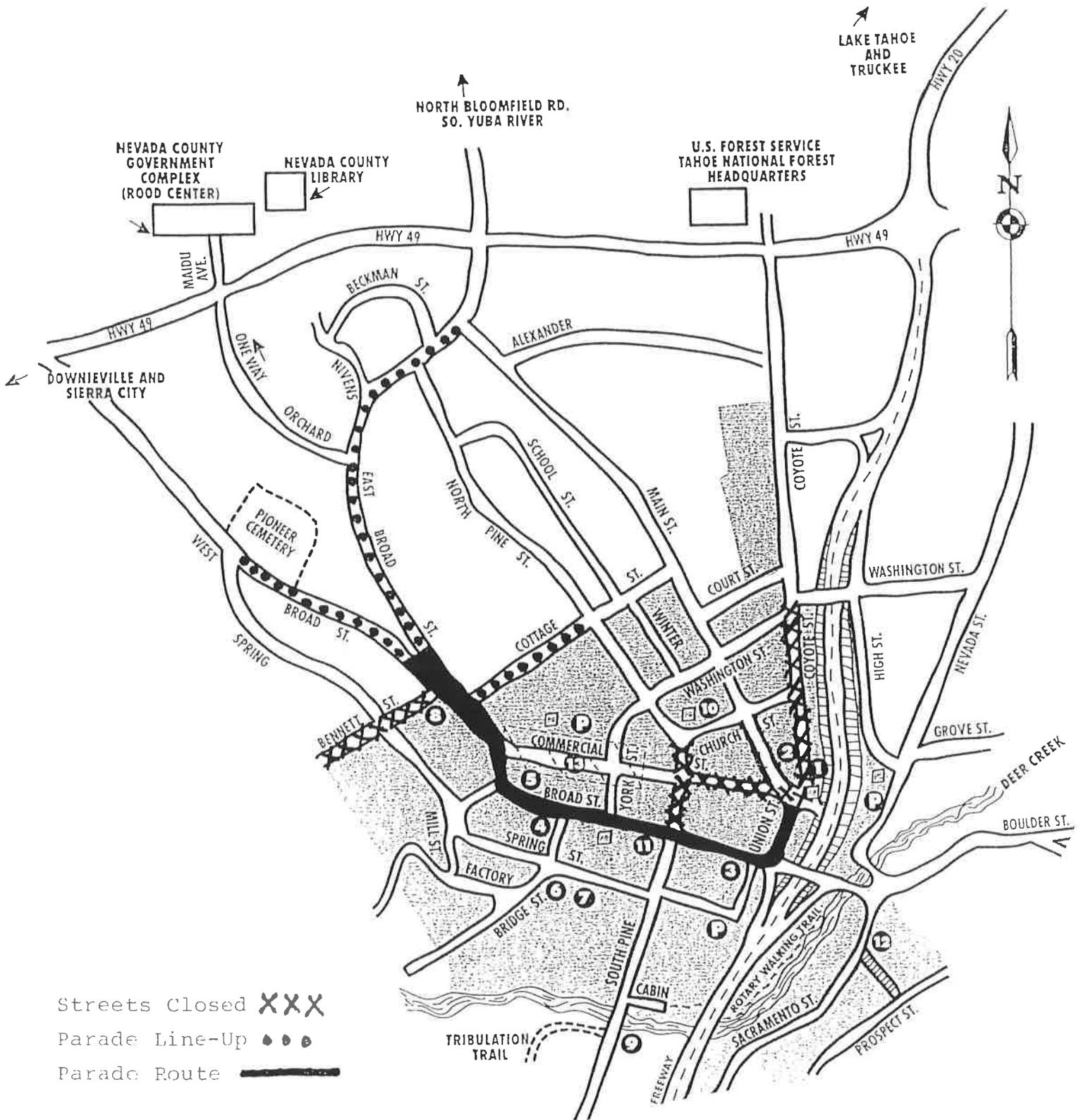
- | | |
|---|---|
| <input checked="" type="checkbox"/> Amplified sound | <input checked="" type="checkbox"/> Concessions |
| <input type="checkbox"/> Food Vendors | <input type="checkbox"/> Stages/Platforms |
| <input type="checkbox"/> Food Cooking | <input type="checkbox"/> Tents/Temporary Structures |
| <input type="checkbox"/> Alcohol sales | <input type="checkbox"/> Animals will be present |
| <input type="checkbox"/> Temporary Lighting | |

*If any of the above are checked, please include additional details below.

Amplified Sound - Announcer will be on Kidd Knox Bldg during parade

Concessions - May be a few walk-around vendors - No vendors placed on street.

4th OF JULY PARADE



4th of July Parade

A colorful parade in historic downtown Nevada City and the Sierra foothills' largest aerial fireworks display top the 2016 Fourth of July celebration in Nevada County.

The parade will be Monday, July 4th at 11am and will include approx. 75 entries. The festive parade makes its way down Broad Street in downtown Nevada City. Parade-goers are advised to bring lawn chairs and arrive early to find a good vantage point.

The Nevada County Concert Band performs a curbside pre-parade concert an hour prior to the parade, and continues to provide intermittent music throughout the parade.

Touchdown Productions will be broadcasting "Live" the parade locally and internationally on NCTV Channel 11, NCTV So. County Channel 16, and nevadacountytv.org.

Following the parade is a traditional family celebration under the pines at the Nevada County Fairgrounds in Grass Valley. Live music and entertainment, food and refreshments are offered. The fireworks spectacular blasts off at 9:30 p.m.

Fairgrounds gates open at 3 p.m. and entertainment begins at 4 p.m.

[Internal Use Only]

Police Comments:

Fire Comments:

Public Works Comments:

CHECKLIST

Thank you for completing the Special Event Application. Before you submit your application to the City of Nevada City, please make sure you have completed the following steps:

- Sign AND date your application.
- Attach a detailed event description to the application.
- Secure required insurance for the event.
- Include a Notification Certification confirming businesses and residents have been notified of the planned event.
- Calculate and include the applicable fee.

Submit your completed application to:

City of Nevada City
Attn. Special Event Applications
317 Broad Street
Nevada City, CA 95959

Event Notification. An event can change the normal flow of residential and business activity potentially causing a negative impact on the community. As the event organizer, you are responsible for notifying those residents and businesses that are adjacent to the planned closure prior to submission of your Application. Applicants must meet the Event Notification requirements unless the event is sponsored by the Nevada City Chamber of Commerce or has been approved and held annually in the same manner for three or more years. The preferred method of notification is the Requested Special Event Notification Form (Addendum A). Unless

otherwise exempt, your application materials must include a signed Notification Certification (Addendum B) confirming adjacent residents and businesses were notified of the planned event.

Form of Payment. The City accepts payment in the form of cash, personal/business check, money order or cashier's check. Please note there will be a \$25 service charge for all returned checks.

Insurance. The applicant and/or the sponsoring organization is required to provide proof of insurance. A current or valid Certificate of General Liability Insurance in the amount of \$1,000,000 and an endorsement (CG2026 or equivalent) naming the City of Nevada City as additional insured will be required at least 30 days prior to the event.

Parking. Applicants will be required to work with the Nevada City Police Department to facilitate ingress/egress requirements for event participants.

Restrooms. Public restrooms are limited to two, one at Robinson Plaza and one in the Commercial Street parking lot. If your event is planned for more than 50 people or in an area away from either public restroom, you may be required to provide restroom accommodations and hand washing facilities for event attendees in the quantity prescribed by the City.

Waste Management/Recycling. You are responsible for properly disposing of all waste and garbage throughout the term of your event, and immediately upon conclusion of the event the area must be returned to a clean condition. Therefore, the City may require the applicant to provide trash and recycling containers if the event involves food or drink vendors. Should cleanup be inadequate or damage to City property occurs, you will be billed at full recovery rates, plus overhead for cleanup and repair.

FEES

The City requires the payment of a non-refundable application fee upon submission of your completed application. Late fees apply to applications filed less than 90 days in advance of an event. The City does not guarantee any application submitted less than 45 days in advance will be able to be submitted to the City Council for consideration prior to the planned event. Please select from the following table the fee(s) that apply to your application:

- _____ \$100 Timely application for single new event OR old event with new sponsor
- _____ \$50 Timely application for repeat of event with same sponsor
- _____ \$25 For each additional application for new event by the same sponsor
- 10 \$10 For each additional application for repeat of event with same sponsor
- _____ \$75 Additional fee for applications filed less than 90 days in advance of an event

\$ 10 Total Fees

EVENT REQUIREMENTS

Alcohol. If alcohol is sold at your event, an Alcohol Permit from California Alcohol Beverage Control (ABC) is required. Please contact ABC at (916) 419-1319.

Amplified Sound. If the event will have amplified sound, applicant is required to have an event staff member responsible for monitoring sound levels to assure compliance with City noise standards when sound/music/noise may be audible beyond the event venue.

Business License. All vendors participating in an event held in Nevada City must obtain a current business license. For information about business license requirements, call City Hall at (530) 265-2496.

Summer Nights - July 13, 20 & 27

DRAFT CITY OF NEVADA CITY

2016



SPECIAL EVENT APPLICATION / CONTRACT

OVERVIEW

Thank you for choosing the City of Nevada City as the location for your event. The City requires the submittal of a Special Event Application as a pre-condition of considering whether to enter into an agreement to grant temporary use of all or any portion of a public street, sidewalk or alley.

Application materials must be completed in full and submitted to the City at least 90 days prior to your event date, and no more than one year in advance of the event date. Applications are accepted on a first-come, first-served basis. A non-refundable application fee must be paid upon submission of your completed application. Fees are described in the "Fees" section below. Use "NA" for "not applicable" to questions or sections that do not apply to your event. Incomplete applications will not be accepted and will delay processing which could affect the availability of your preferred event date or location. Please note the information you provide becomes public information.

City staff review application materials and prepare a Draft Special Event Contract (which may include additional requirements to ensure a safe event) for consideration by the City Council at a formal noticed public meeting. Applicants are strongly encouraged to attend the designated City Council meeting in order to discuss their proposed event and answer related questions. Please ensure you have City Council approval before marketing or advertising your event.

APPLICANT AUTHORIZATION AND INDEMNITY

To the extent allowed by law, Applicant agrees to defend, indemnify, and hold harmless the City of Nevada City, its agents, officials, and employees from and against all claims, damages, losses, injuries, illness, accidents relating to, arising out of, or resulting from, the use of this Special Event Application and the information contained therein, and any resulting Contract.

Applicant acknowledges that the information provided in this Application is true and accurate to the best of Applicant's knowledge and belief.

I have read, understand and agree to comply with all the information provided in the Special Event Application (attached) and any resulting permits and Special Event Contract if approved by the City Council.

Cathy Whittlesey _____ 2/19/16 _____
Signature of Applicant Date
Cathy Whittlesey - Exec Director NCCoFC
Printed Name and Title of Applicant

(Person signing must be the same person who is listed as the Applicant on page 2.)

APPLICANT INFORMATION

Name of Requested Event SUMMER NIGHTS IN NEVADA CITY
Name of Applicant/Responsible Party Nevada City Chamber of Commerce
(Must match name on Page 1)
Sponsoring Organization/Company Nevada City Chamber of Commerce
Street Address 132 Main St. Apt/Unit/Suite _____
City Nevada City State CA Zip Code 95959
Email Cathy@nevadacitychamber.com
Daytime Phone 265-2692 Cell Phone 913-7064

Does the sponsoring organization/party have experience producing similar events?

Yes/No (Circle One)

Event Contact for Public Information

Name Nevada City Chamber of Commerce Contact Phone 265-2692
Email info@nevadacitychamber.com
Website www.nevadacitychamber.com

Day of Event Contact Information

On-site Contact Name Cathy Whittlesey
On-site Contact Cell Number 913-7064

Day of Event ALTERNATE Contact Information

On-site Contact Name Cindy Moon
On-site Contact Cell Number 263-4613

EVENT DETAILS

Event Description. Please attach a detailed description of your event to this application (e.g. Overall summary, Is it open to the public? How will it be publicized? Is it kid/family friendly? Can it go forward rain or shine? Etc.)

Type of Event (Check all that apply)

- Parade/Procession
- Street Festival/Block Party
- Fundraiser
- Concert
- Run/Walk/Bicycle
- Other: _____

Has this event been produced before? Yes No
 Is this an annual event? Yes No
 Will there be an admission or entry fee? Yes No
 If yes, fee per adult: \$ _____ Fee per child: \$ _____

[For Parades Only]

Number of units and floats for parade: _____

Event Date(s) July 13, 20, 27, 2016

Expected number of:

Attendees 2,000 Participants 150 Volunteers 25

Event Hours Start 6 pm End 9:30 pm

Set-up Date 7/13, 7/20 + 7/27 Time 4 to 6 pm

Break Down Date 7/13, 7/20 + 7/27 Time 9:30 to 11 pm

Names of street(s), sidewalk(s), alley(s) proposed to be closed (attach additional pages or complete attached map if necessary). Note that it may be necessary to consult with a Police Sergeant (265-2626) and/or the Director of Public Works (265-2496) to accurately identify requested street closures.

_____ between _____ & _____
 _____ & _____
 _____ & _____
 _____ & _____

See Attached Map

City of Nevada City Street Closure/Special Event Application

Please note whether your event includes any of the following*:

Amplified sound

Concessions

Food Vendors

Stages/Platforms

Food Cooking

Tents/Temporary Structures

Alcohol sales

Animals will be present

Temporary Lighting

*If any of the above are checked, please include additional details below.

Amplified Sound - Stages around town

Food Court on Lower Commercial St. & in The Three Forks Parking Lot

Food Vendors will be cooking - All of them conform to Environmental Health Dept. Rules

Cocktails, Beer & Wine will be sold

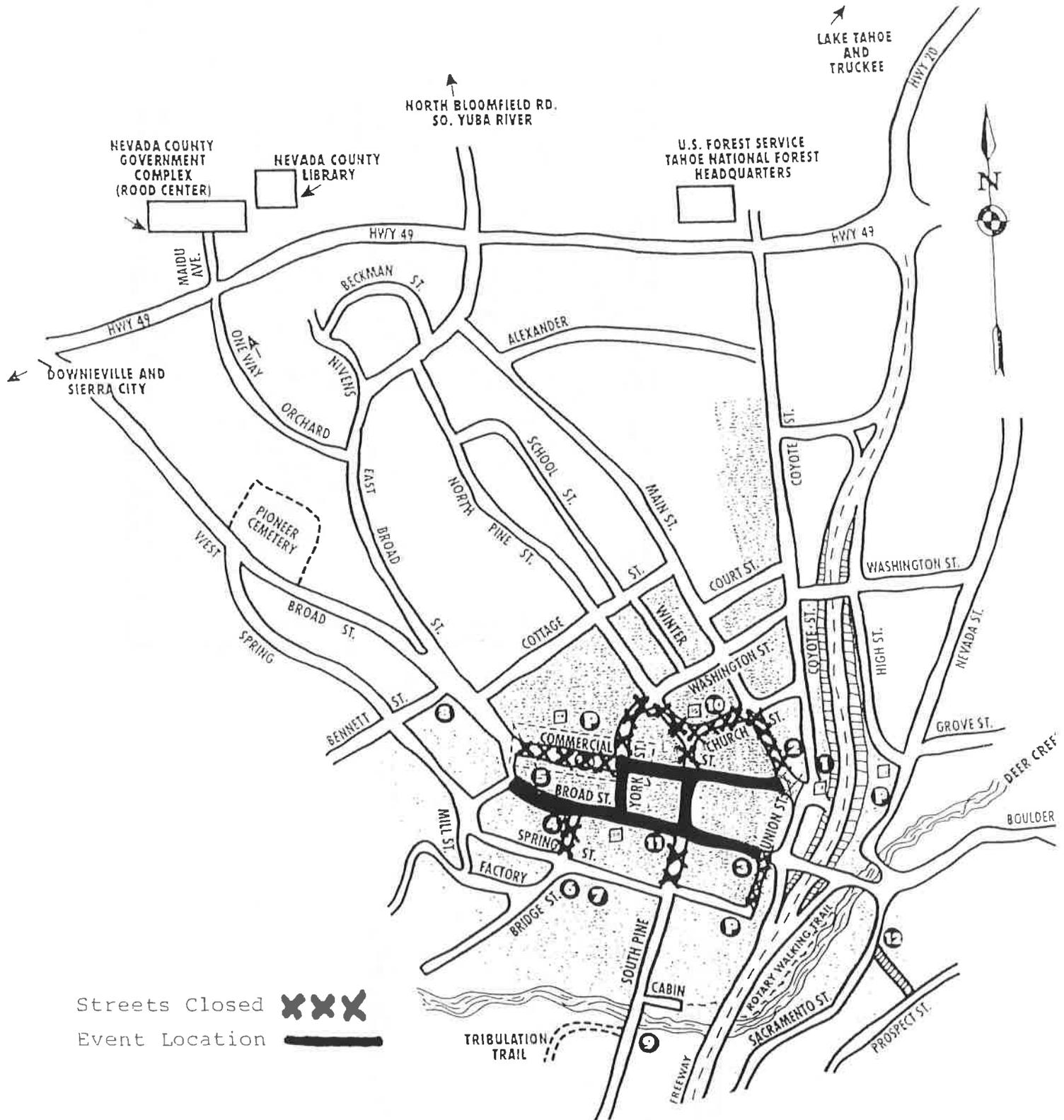
Temporary Lighting - Halogen Lights (work type) shining down in parking lot and on street for extra light. Nothing strung across the streets.

Concessions - Food & Craft Vendors

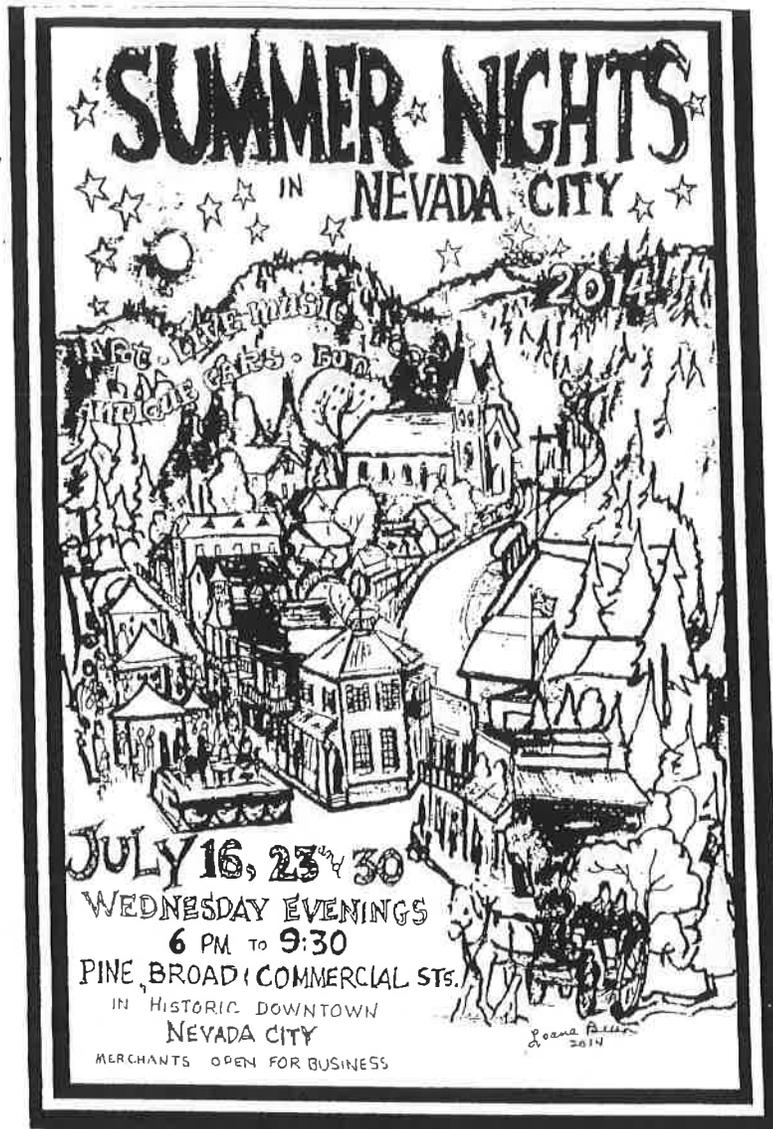
Stages in Parking lot, Friar Tuck's and Broad St.

Tents/Temporary Structures -All vendors and entertainers will have canopies because of the SUN.

SUMMER NIGHTS IN NEVADA CITY



The 2016 Summer Nights in Nevada City will be similar to the 2015 event.



Fantastic Entertainment Pedestrians Only

Nevada City Chamber of Commerce
Invites you to the:
2014 Summer Nights Nevada City
6 p.m. to 9:30 p.m.

July 16th

- Bob Mora • John Girton
- Dream & the Dreamer • David Ayala
- Troupe Al Ama • Achilles Wheel

July 23rd

- No Taboo • Runnin 4 Cover
- Troupe Al Ama • Ivan Najera & Friends
- The Nut Boyz • David Ayala

July 30th

- Lorraine Gervais • Then Again
- George Souza • Troupe Al Ama
- David Ayala • Star People

Growers Market & Fine Art on Broad Street
Food Court - Classic Cars - Kids Activities
www.nevadacitychamber.com
1-800-655-NJOY

Bounce House, Face Painting, Balloons, Food & Drink

55 Parking and Shuttle Service from Nevada County Gov. Center

Illustration by Loana Beeson, Nevada City

Fun for all Ages On the Streets of Nevada City

Summer Nights In Nevada City

The Annual Summer Nights in Nevada City celebration, an outdoor festival of art and music, will be held three Wednesday evenings, July 13, 20, and 27, 2016 in this colorful Northern Sierra foothills town.

During Summer Nights, Nevada City's landmark historic district is closed to motorized traffic and filled with arts, crafts, classic cars, food, drink and music. Leading Sierra foothills musicians perform on outdoor stages throughout the downtown area. Hours are 6-9:30 p.m. There is no admission charge.

Three Wednesday nights in July — the best FREE entertainment for the whole family!

FEES

The City requires the payment of a non-refundable application fee upon submission of your completed application. Late fees apply to applications filed less than 90 days in advance of an event. The City does not guarantee any application submitted less than 45 days in advance will be able to be submitted to the City Council for consideration prior to the planned event. Please select from the following table the fee(s) that apply to your application:

- \$100 Timely application for single new event OR old event with new sponsor
- \$50 Timely application for repeat of event with same sponsor
- \$25 For each additional application for new event by the same sponsor
- \$10 For each additional application for repeat of event with same sponsor
- \$75 Additional fee for applications filed less than 90 days but more than 45 days in advance

\$ 10 Total Fees

EVENT REQUIREMENTS

Alcohol. If alcohol is sold at your event, an Alcohol Permit from California Alcohol Beverage Control (ABC) is required. Please contact ABC at (916) 419-1319.

Amplified Sound. If the event will have amplified sound, applicant is required to have an event staff member responsible for monitoring sound levels to assure compliance with City noise standards when sound/music/noise may be audible beyond the event venue.

Business License. All vendors participating in an event held in Nevada City must obtain a current business license. For information about business license requirements, call City Hall at (530) 265-2496.

Event Notification. An event can change the normal flow of residential and business activity potentially causing a negative impact on the community. As the event organizer, you are responsible for notifying those residents and businesses that are adjacent to the planned closure prior to submission of your Application. Applicants must meet the Event Notification requirements unless the event is sponsored by the Nevada City Chamber of Commerce or has been approved and held annually in the same manner for three or more years. The preferred method of notification is the Requested Special Event Notification Form (Addendum A). Unless

otherwise exempt, your application materials must include a signed Notification Certification (Addendum B) confirming adjacent residents and businesses were notified of the planned event.

Form of Payment. The City accepts payment in the form of cash, personal/business check, money order or cashier's check. Please note there will be a \$25 service charge for all returned checks.

Insurance. The applicant and/or the sponsoring organization is required to provide proof of insurance. A current or valid Certificate of General Liability Insurance in the amount of \$1,000,000 and an endorsement (CG2026 or equivalent) naming the City of Nevada City as additional insured will be required at least 30 days prior to the event.

Parking. Applicants will be required to work with the Nevada City Police Department to facilitate ingress/egress requirements for event participants.

Restrooms. Public restrooms are limited to two, one at Robinson Plaza and one in the Commercial Street parking lot. If your event is planned for more than 50 people or in an area away from either public restroom, you may be required to provide restroom accommodations and hand washing facilities for event attendees in the quantity prescribed by the City.

Waste Management/Recycling. You are responsible for properly disposing of all waste and garbage throughout the term of your event, and immediately upon conclusion of the event the area must be returned to a clean condition. Therefore, the City may require the applicant to provide trash and recycling containers if the event involves food or drink vendors. Should cleanup be inadequate or damage to City property occurs, you will be billed at full recovery rates, plus overhead for cleanup and repair.

CHECKLIST

Thank you for completing the Special Event Application. Before you submit your application to the City of Nevada City, please make sure you have completed the following steps:

- Sign AND date your application.
- Attach a detailed event description to the application.
- Secure required insurance for the event.
- Include a Notification Certification confirming businesses and residents have been notified of the planned event.
- Calculate and include the applicable fee.

Submit your completed application to:

City of Nevada City
Attn. Special Event Applications
317 Broad Street
Nevada City, CA 95959

[Internal Use Only]

Police Comments:

Fire Comments:

Public Works Comments:

Constitution Dev Concert - Sept 11

2016



DRAFT CITY OF NEVADA CITY

SPECIAL EVENT APPLICATION / CONTRACT

OVERVIEW

Thank you for choosing the City of Nevada City as the location for your event. The City requires the submittal of a Special Event Application as a pre-condition of considering whether to enter into an agreement to grant temporary use of all or any portion of a public street, sidewalk or alley.

Application materials must be completed in full and submitted to the City at least 90 days prior to your event date, and no more than one year in advance of the event date. Applications are accepted on a first-come, first-served basis. A non-refundable application fee must be paid upon submission of your completed application. Fees are described in the "Fees" section below. Use "NA" for "not applicable" to questions or sections that do not apply to your event. Incomplete applications will not be accepted and will delay processing which could affect the availability of your preferred event date or location. Please note the information you provide becomes public information.

City staff review application materials and prepare a Draft Special Event Contract (which may include additional requirements to ensure a safe event) for consideration by the City Council at a formal noticed public meeting. Applicants are strongly encouraged to attend the designated City Council meeting in order to discuss their proposed event and answer related questions. Please ensure you have City Council approval before marketing or advertising your event.

APPLICANT AUTHORIZATION AND INDEMNITY

To the extent allowed by law, Applicant agrees to defend, indemnify, and hold harmless the City of Nevada City, its agents, officials, and employees from and against all claims, damages, losses, injuries, illness, accidents relating to, arising out of, or resulting from, the use of this Special Event Application and the information contained therein, and any resulting Contract.

Applicant acknowledges that the information provided in this Application is true and accurate to the best of Applicant's knowledge and belief.

I have read, understand and agree to comply with all the information provided in the Special Event Application (attached) and any resulting permits and Special Event Contract if approved by the City Council.

Cathy Whittlesey 2/19/16
Signature of Applicant Date
Cathy Whittlesey Exec. Director NCCo/C
Printed Name and Title of Applicant

(Person signing must be the same person who is listed as the Applicant on page 2.)

APPLICANT INFORMATION

Name of Requested Event Constitution Day Concert

Name of Applicant/Responsible Party Cathy Whittlesey
(Must match name on Page 1)

Sponsoring Organization/Company City of Nevada City + Nevada Lodge #13

Street Address 12412 N. Pine St. Apt/Unit/Suite _____

City Nevada City State VA Zip Code 95959

Email _____

Daytime Phone _____ Cell Phone _____

Does the sponsoring organization/party have experience producing similar events?

Yes / No (Circle One)

Event Contact for Public Information

Name Nevada City Chamber of Commerce Contact Phone 265-2692

Email info@nevadacitychamber.com

Website www.nevadacitychamber.com

Day of Event Contact Information

On-site Contact Name Cathy Whittlesey

On-site Contact Cell Number 913-7064

Day of Event ALTERNATE Contact Information

On-site Contact Name _____

On-site Contact Cell Number _____

EVENT DETAILS

Event Description. Please attach a detailed description of your event to this application (e.g. Overall summary, Is it open to the public? How will it be publicized? Is it kid/family friendly? Can it go forward rain or shine? Etc.)

Type of Event (Check all that apply)

Parade/Procession

Street Festival/Block Party

Fundraiser

Concert

Run/Walk/Bicycle

Other: _____

Has this event been produced before?

Yes No

Is this an annual event?

Yes No

Will there be an admission or entry fee?

Yes No

If yes, fee per adult: \$ _____

Fee per child: \$ _____

[For Parades Only]

Number of units and floats for parade: _____

Event Date(s) September 10, 2016

Expected number of:

Attendees 100

Participants 80

Volunteers 6

Event Hours

Start 4:00

End 6:30

Set-up

Date 9/10

Time 3-4pm

Break Down

Date 9/10

Time 6:30-8pm

Names of street(s), sidewalk(s), alley(s) proposed to be closed (attach additional pages or complete attached map if necessary). Note that it may be necessary to consult with a Police Sergeant (265-2626) and/or the Director of Public Works (265-2496) to accurately identify requested street closures.

_____ between _____ & _____
_____ & _____
_____ & _____
_____ & _____

See Attached Map

City of Nevada City Street Closure/Special Event Application

Please note whether your event includes any of the following*:

- | | |
|---|--|
| <input checked="" type="checkbox"/> Amplified sound | <input type="checkbox"/> Concessions |
| <input type="checkbox"/> Food Vendors | <input checked="" type="checkbox"/> Stages/Platforms |
| <input type="checkbox"/> Food Cooking | <input type="checkbox"/> Tents/Temporary Structures |
| <input type="checkbox"/> Alcohol sales | <input type="checkbox"/> Animals will be present |
| <input type="checkbox"/> Temporary Lighting | |

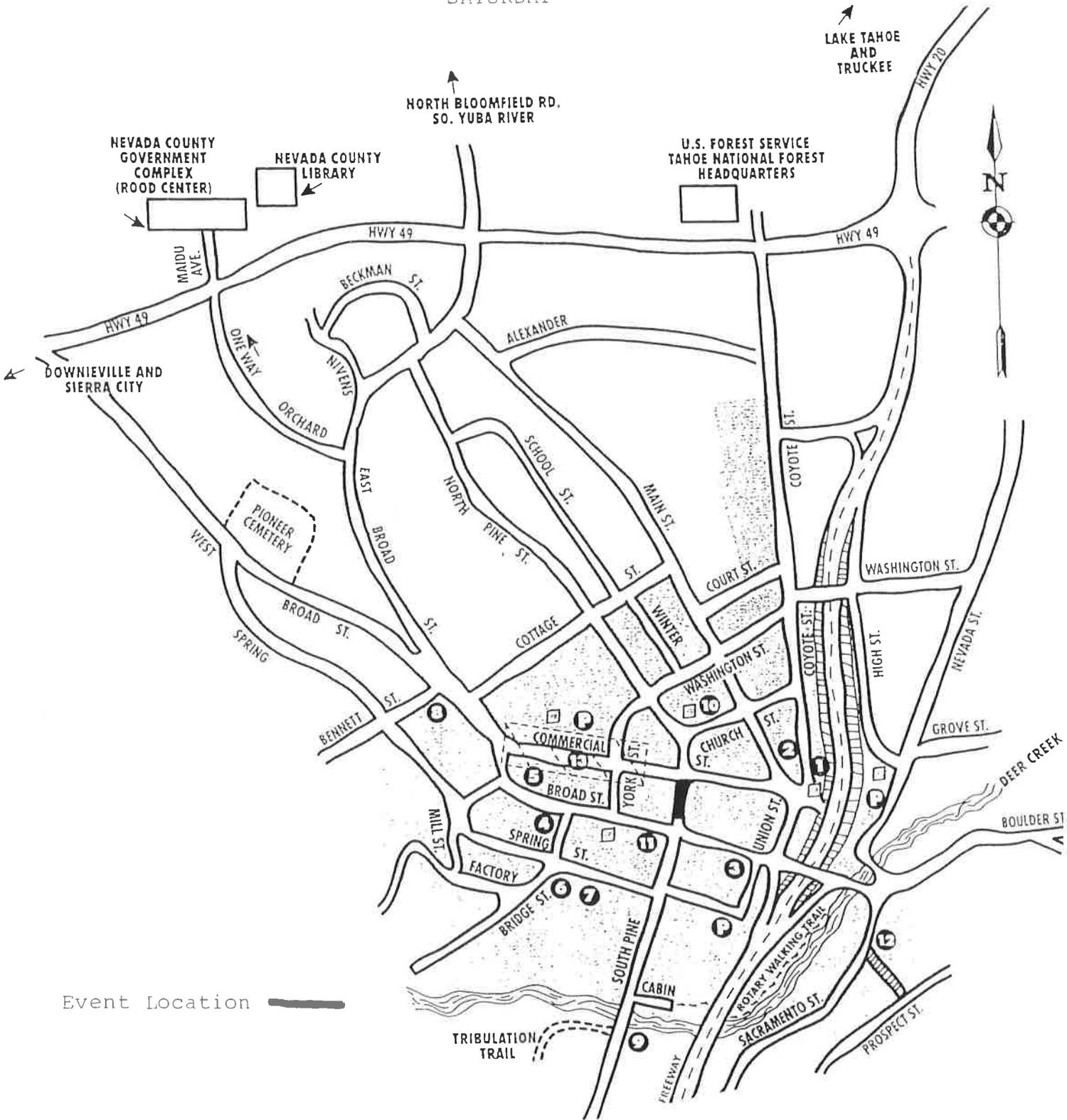
*If any of the above are checked, please include additional details below.

Amplified Sound - The Band will have a sound system

Food Vendors - Maybe - Last year the MCPD sold food during concert. Not confirmed for this year

Stages - The Band has a stage

CONSTITUTION DAY CONCEPT
SATURDAY



Constitution Day Concert

Free Outdoor Concert in Downtown Nevada City – Nevada County
Concert Band on Pine Street, Downtown Nevada City, 4-6:30pm

FEES

The City requires the payment of a non-refundable application fee upon submission of your completed application. Late fees apply to applications filed less than 90 days in advance of an event. The City does not guarantee any application submitted less than 45 days in advance will be able to be submitted to the City Council for consideration prior to the planned event. Please select from the following table the fee(s) that apply to your application:

- _____ \$100 Timely application for single new event OR old event with new sponsor
- _____ \$50 Timely application for repeat of event with same sponsor
- _____ \$25 For each additional application for new event by the same sponsor
- 10 \$10 For each additional application for repeat of event with same sponsor
- _____ \$75 Additional fee for applications filed less than 90 days but more than 45 days in advance

\$10 Total Fees

EVENT REQUIREMENTS

Alcohol. If alcohol is sold at your event, an Alcohol Permit from California Alcohol Beverage Control (ABC) is required. Please contact ABC at (916) 419-1319.

Amplified Sound. If the event will have amplified sound, applicant is required to have an event staff member responsible for monitoring sound levels to assure compliance with City noise standards when sound/music/noise may be audible beyond the event venue.

Business License. All vendors participating in an event held in Nevada City must obtain a current business license. For information about business license requirements, call City Hall at (530) 265-2496.

Event Notification. An event can change the normal flow of residential and business activity potentially causing a negative impact on the community. As the event organizer, you are responsible for notifying those residents and businesses that are adjacent to the planned closure prior to submission of your Application. Applicants must meet the Event Notification requirements unless the event is sponsored by the Nevada City Chamber of Commerce or has been approved and held annually in the same manner for three or more years. The preferred method of notification is the Requested Special Event Notification Form (Addendum A). Unless

otherwise exempt, your application materials must include a signed Notification Certification (Addendum B) confirming adjacent residents and businesses were notified of the planned event.

Form of Payment. The City accepts payment in the form of cash, personal/business check, money order or cashier's check. Please note there will be a \$25 service charge for all returned checks.

Insurance. The applicant and/or the sponsoring organization is required to provide proof of insurance. A current or valid Certificate of General Liability Insurance in the amount of \$1,000,000 and an endorsement (CG2026 or equivalent) naming the City of Nevada City as additional insured will be required at least 30 days prior to the event.

Parking. Applicants will be required to work with the Nevada City Police Department to facilitate ingress/egress requirements for event participants.

Restrooms. Public restrooms are limited to two, one at Robinson Plaza and one in the Commercial Street parking lot. If your event is planned for more than 50 people or in an area away from either public restroom, you may be required to provide restroom accommodations and hand washing facilities for event attendees in the quantity prescribed by the City.

Waste Management/Recycling. You are responsible for properly disposing of all waste and garbage throughout the term of your event, and immediately upon conclusion of the event the area must be returned to a clean condition. Therefore, the City may require the applicant to provide trash and recycling containers if the event involves food or drink vendors. Should cleanup be inadequate or damage to City property occurs, you will be billed at full recovery rates, plus overhead for cleanup and repair.

CHECKLIST

Thank you for completing the Special Event Application. Before you submit your application to the City of Nevada City, please make sure you have completed the following steps:

- Sign AND date your application.
- Attach a detailed event description to the application.
- Secure required insurance for the event.
- Include a Notification Certification confirming businesses and residents have been notified of the planned event.
- Calculate and include the applicable fee.

Submit your completed application to:

City of Nevada City
Attn. Special Event Applications
317 Broad Street
Nevada City, CA 95959

[Internal Use Only]

Police Comments:

Fire Comments:

Public Works Comments:

Constitution Day Parade - Sept 11, 2016



DRAFT CITY OF NEVADA CITY

SPECIAL EVENT APPLICATION / CONTRACT

OVERVIEW

Thank you for choosing the City of Nevada City as the location for your event. The City requires the submittal of a Special Event Application as a pre-condition of considering whether to enter into an agreement to grant temporary use of all or any portion of a public street, sidewalk or alley.

Application materials must be completed in full and submitted to the City at least 90 days prior to your event date, and no more than one year in advance of the event date. Applications are accepted on a first-come, first-served basis. A non-refundable application fee must be paid upon submission of your completed application. Fees are described in the "Fees" section below. Use "NA" for "not applicable" to questions or sections that do not apply to your event. Incomplete applications will not be accepted and will delay processing which could affect the availability of your preferred event date or location. Please note the information you provide becomes public information.

City staff review application materials and prepare a Draft Special Event Contract (which may include additional requirements to ensure a safe event) for consideration by the City Council at a formal noticed public meeting. Applicants are strongly encouraged to attend the designated City Council meeting in order to discuss their proposed event and answer related questions. Please ensure you have City Council approval before marketing or advertising your event.

APPLICANT AUTHORIZATION AND INDEMNITY

To the extent allowed by law, Applicant agrees to defend, indemnify, and hold harmless the City of Nevada City, its agents, officials, and employees from and against all claims, damages, losses, injuries, illness, accidents relating to, arising out of, or resulting from, the use of this Special Event Application and the information contained therein, and any resulting Contract.

Applicant acknowledges that the information provided in this Application is true and accurate to the best of Applicant's knowledge and belief.

I have read, understand and agree to comply with all the information provided in the Special Event Application (attached) and any resulting permits and Special Event Contract if approved by the City Council.

Cathy Whittlesey (Signature) Date 2/19/16
Cathy Whittlesey NC CoFC Executive Director (Printed Name and Title of Applicant)

(Person signing must be the same person who is listed as the Applicant on page 2.)

APPLICANT INFORMATION

Name of Requested Event CONSTITUTION DAY PARADE

Name of Applicant/Responsible Party Cathy Whittlesey
(Must match name on Page 1)

Sponsoring Organization/Company CITY OF Nevada City + Nevada Lodge #13

Street Address 108 1/2 N. Pine Street Apt/Unit/Suite _____

City Nevada City State CA Zip Code 95759

Email _____

Daytime Phone _____ Cell Phone _____

Does the sponsoring organization/party have experience producing similar events?

Yes No (Circle One)

Event Contact for Public Information

Name Nevada City Member of Council Contact Phone 265-2692

Email info@nevadacitymember.com

Website www.nevadacitymember.com

Day of Event Contact Information

On-site Contact Name Tim Brown

On-site Contact Cell Number 748-8915

Day of Event ALTERNATE Contact Information

On-site Contact Name Cathy Whittlesey

On-site Contact Cell Number 913-7069

EVENT DETAILS

Event Description. Please attach a detailed description of your event to this application (e.g. Overall summary, Is it open to the public? How will it be publicized? Is it kid/family friendly? Can it go forward rain or shine? Etc.)

Type of Event (Check all that apply)

- Parade/Procession
- Street Festival/Block Party
- Fundraiser
- Concert
- Run/Walk/Bicycle
- Other: _____

Has this event been produced before? Yes No
 Is this an annual event? Yes No
 Will there be an admission or entry fee? Yes No
 If yes, fee per adult: \$ _____ Fee per child: \$ _____

[For Parades Only]

Number of units and floats for parade: 75 to 100

Event Date(s) September 11, 2010

Expected number of:

Attendees 1,000 Participants 200 Volunteers 20

Event Hours Start 12:15 End 4:30

Set-up Date 9/11 Time 12:15 to 2pm

Break Down Date 9/11 Time 3pm to 4:30

Names of street(s), sidewalk(s), alley(s) proposed to be closed (attach additional pages or complete attached map if necessary). Note that it may be necessary to consult with a Police Sergeant (265-2626) and/or the Director of Public Works (265-2496) to accurately identify requested street closures.

_____ between _____ & _____
 _____ between _____ & _____
 _____ & _____
 _____ & _____

See Attached Map

City of Nevada City Street Closure/Special Event Application

Please note whether your event includes any of the following*:

- | | |
|---|---|
| <input checked="" type="checkbox"/> Amplified sound | <input checked="" type="checkbox"/> Concessions |
| <input type="checkbox"/> Food Vendors | <input type="checkbox"/> Stages/Platforms |
| <input type="checkbox"/> Food Cooking | <input type="checkbox"/> Tents/Temporary Structures |
| <input type="checkbox"/> Alcohol sales | <input type="checkbox"/> Animals will be present |
| <input type="checkbox"/> Temporary Lighting | |

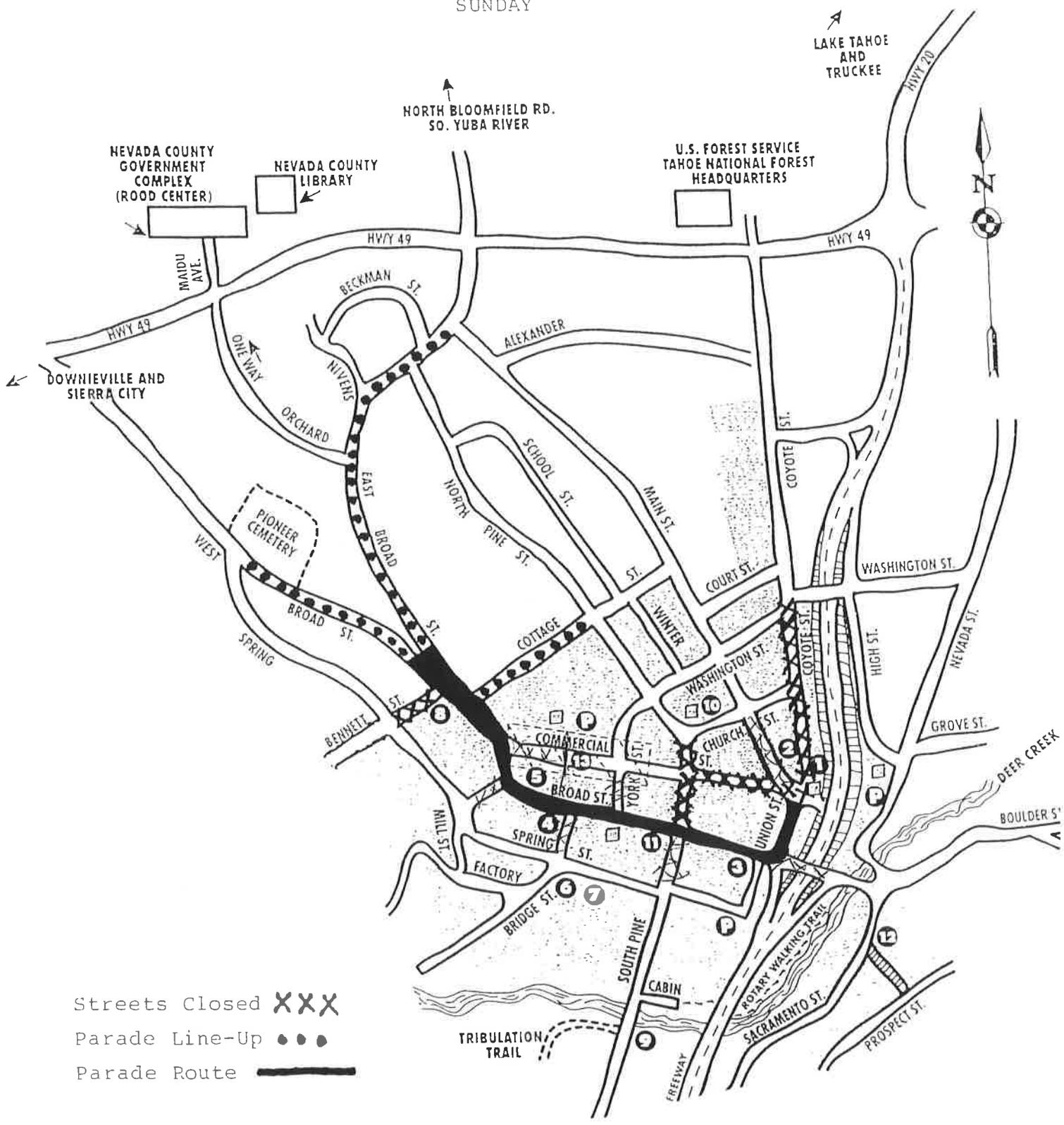
*If any of the above are checked, please include additional details below.

Amplified Sound - Announcer will be on
Kidd Knox Bldg During Parade

Concessions - May be a few walk around
vendors - No vendors placed on street.

CONSTITUTION DAY PARADE

SUNDAY



Constitution Day Parade

The 49th Annual Constitution Day Parade tops a weekend of festivities Sept. 10 & 11, 2016 in this historic California Gold Rush town.

Nevada City's Constitution Day Parade has been a local tradition since 1967 and is reported to be the oldest and largest Constitution observance in western America.

The 2 p.m. Sunday parade features more than 100 entries and culminates other activities including Revolutionary War Living History in Pioneer Park, the Gold Country Duck Race on Deer Creek.

The parade through the downtown historic district includes marching bands, floats, antique autos, equestrians, politicians and perennial crowd favorites such as the Ophir Prison Marching Kazoo Band and the Famous Marching Presidents of Nevada City, a humorous but reverent group that portrays each U.S. president.

FEES

The City requires the payment of a non-refundable application fee upon submission of your completed application. Late fees apply to applications filed less than 90 days in advance of an event. The City does not guarantee any application submitted less than 45 days in advance will be able to be submitted to the City Council for consideration prior to the planned event. Please select from the following table the fee(s) that apply to your application:

- _____ \$100 Timely application for single new event OR old event with new sponsor
- _____ \$50 Timely application for repeat of event with same sponsor
- ✓ _____ \$25 For each additional application for new event by the same sponsor
- _____ \$10 For each additional application for repeat of event with same sponsor
- _____ \$75 Additional fee for applications filed less than 90 days but more than 45 days in advance

\$ _____ Total Fees

EVENT REQUIREMENTS

Alcohol. If alcohol is sold at your event, an Alcohol Permit from California Alcohol Beverage Control (ABC) is required. Please contact ABC at (916) 419-1319.

Amplified Sound. If the event will have amplified sound, applicant is required to have an event staff member responsible for monitoring sound levels to assure compliance with City noise standards when sound/music/noise may be audible beyond the event venue.

Business License. All vendors participating in an event held in Nevada City must obtain a current business license. For information about business license requirements, call City Hall at (530) 265-2496.

Event Notification. An event can change the normal flow of residential and business activity potentially causing a negative impact on the community. As the event organizer, you are responsible for notifying those residents and businesses that are adjacent to the planned closure prior to submission of your Application. Applicants must meet the Event Notification requirements unless the event is sponsored by the Nevada City Chamber of Commerce or has been approved and held annually in the same manner for three or more years. The preferred method of notification is the Requested Special Event Notification Form (Addendum A). Unless

otherwise exempt, your application materials must include a signed Notification Certification (Addendum B) confirming adjacent residents and businesses were notified of the planned event.

Form of Payment. The City accepts payment in the form of cash, personal/business check, money order or cashier's check. Please note there will be a \$25 service charge for all returned checks.

Insurance. The applicant and/or the sponsoring organization is required to provide proof of insurance. A current or valid Certificate of General Liability Insurance in the amount of \$1,000,000 and an endorsement (CG2026 or equivalent) naming the City of Nevada City as additional insured will be required at least 30 days prior to the event.

Parking. Applicants will be required to work with the Nevada City Police Department to facilitate ingress/egress requirements for event participants.

Restrooms. Public restrooms are limited to two, one at Robinson Plaza and one in the Commercial Street parking lot. If your event is planned for more than 50 people or in an area away from either public restroom, you may be required to provide restroom accommodations and hand washing facilities for event attendees in the quantity prescribed by the City.

Waste Management/Recycling. You are responsible for properly disposing of all waste and garbage throughout the term of your event, and immediately upon conclusion of the event the area must be returned to a clean condition. Therefore, the City may require the applicant to provide trash and recycling containers if the event involves food or drink vendors. Should cleanup be inadequate or damage to City property occurs, you will be billed at full recovery rates, plus overhead for cleanup and repair.

CHECKLIST

Thank you for completing the Special Event Application. Before you submit your application to the City of Nevada City, please make sure you have completed the following steps:

- Sign AND date your application.
- Attach a detailed event description to the application.
- Secure required insurance for the event.
- Include a Notification Certification confirming businesses and residents have been notified of the planned event.
- Calculate and include the applicable fee.

Submit your completed application to:

City of Nevada City
Attn. Special Event Applications
317 Broad Street
Nevada City, CA 95959

[Internal Use Only]

Police Comments:

Fire Comments:

Public Works Comments:

SKATE BOARD RACE

Gold Rush Classic

October 8

2016

CITY OF NEVADA CITY SPECIAL EVENT



APPLICATION / CONTRACT

OVERVIEW

Thank you for choosing the City of Nevada City as the location for your event. The City requires the submittal of a Special Event Application as a pre-condition of considering whether to enter into an agreement to grant temporary use of all or any portion of a public street, sidewalk or alley.

Application materials must be completed in full and submitted to the City at least 90 days prior to your event date, and no more than one year in advance of the event date. Applications are accepted on a first-come, first-served basis. A non-refundable application fee must be paid upon submission of your completed application. Fees are described in the "Fees" section below. Use "NA" for "not applicable" to questions or sections that do not apply to your event. Incomplete applications will not be accepted and will delay processing which could affect the availability of your preferred event date or location. Please note the information you provide becomes public information.

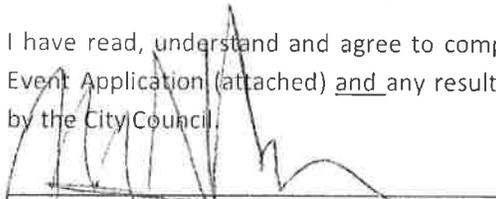
City staff review application materials and prepare a Draft Special Event Contract (which may include additional requirements to ensure a safe event) for consideration by the City Council at a formal noticed public meeting. Applicants are strongly encouraged to attend the designated City Council meeting in order to discuss their proposed event and answer related questions. Please ensure you have City Council approval before marketing or advertising your event.

APPLICANT AUTHORIZATION AND INDEMNITY

To the extent allowed by law, Applicant agrees to defend, indemnify, and hold harmless the City of Nevada City, its agents, officials, and employees from and against all claims, damages, losses, injuries, illness, accidents relating to, arising out of, or resulting from, the use of this Special Event Application and the information contained therein, and any resulting Contract.

Applicant acknowledges that the information provided in this Application is true and accurate to the best of Applicant's knowledge and belief.

I have read, understand and agree to comply with all the information provided in the Special Event Application (attached) and any resulting permits and Special Event Contract if approved by the City Council.



Signature of Applicant

2/24/16

Date

Martin Radan

City of Nevada City Street Closure/Special Event Application

APPLICANT INFORMATION

Name of Requested Event 2016 Gold Rush Classic

Name of Applicant/Responsible Party Martin Radan
(Must match name on Page 1)

Sponsoring Organization/Company N-Men Racing

Street Address 3486 Alyssum Cir Apt/Unit/Suite _____

City El Dorado Hills State Ca. Zip Code 95762

Email martin.radan@comcast.net

Daytime Phone _____ Cell Phone 916 505-8489

Does the sponsoring organization/party have experience producing similar events?

Yes / No (Circle One)

Event Contact for Public Information

Name Martin Radan Contact Phone 916 505-8489

Email martin.radan@comcast.net

Website _____

Day of Event Contact Information

On-site Contact Name Martin Radan

On-site Contact Cell Number 916 505-8489

Day of Event ALTERNATE Contact Information

On-site Contact Name _____

On-site Contact Cell Number _____

City of Nevada City Street Closure/Special Event Application

EVENT DETAILS

Event Description. Please attach a detailed description of your event to this application (e.g. Overall summary, Is it open to the public? How will it be publicized? Is it kid/family friendly? Can it go forward rain or shine? Etc.)

Type of Event (Check all that apply)

- Parade/Procession, Concert, Street Festival/Block Party, Run/Walk/Bicycle, Fundraiser, X Other: Skateboard Contest

Has this event been produced before? Yes/No, Is this an annual event? Yes/No, Will there be an admission or entry fee? Yes/No, If yes, fee per adult: \$ 50, Fee per child: \$ 50

[For Parades Only]

Number of units and floats for parade:

Event Date(s) 10/08/2016

Expected number of:

Attendees 25-50, Participants 30-60, Volunteers 15-25

Event Hours Start 9:00am, End 4:00pm

Set-up Date 10/08/2016, Time 8:00am

Break Down Date 10/08/2016, Time 5:00pm

Names of street(s), sidewalk(s), alley(s) proposed to be closed (attach additional pages or complete attached map if necessary). Note that it may be necessary to consult with a Police Sergeant (265-2626) and/or the Director of Public Works (265-2496) to accurately identify requested street closures.

518-301 Nimrod Street between Gracie Rd. & Park Ave.
between &
between &

FEES

The City requires the payment of a non-refundable application fee upon submission of your completed application. Late fees apply to applications filed less than 90 days in advance of an event. The City does not guarantee any application submitted less than 45 days in advance will be able to be submitted to the City Council for consideration prior to the planned event. Please select from the following table the fee(s) that apply to your application:

- \$100 Timely application for single new event OR old event with new sponsor
- \$50 Timely application for repeat of event with same sponsor
- \$25 For each additional application for new event by the same sponsor
- \$10 For each additional application for repeat of event with same sponsor
- \$75 Additional fee for applications filed less than 90 days in advance of an event

\$ 100 Total Fees

EVENT REQUIREMENTS

Alcohol. If alcohol is sold at your event, an Alcohol Permit from California Alcohol Beverage Control (ABC) is required. Please contact ABC at (916) 419-1319.

Amplified Sound. If the event will have amplified sound, applicant is required to have an event staff member responsible for monitoring sound levels to assure compliance with City noise standards when sound/music/noise may be audible beyond the event venue.

Business License. All vendors participating in an event held in Nevada City must obtain a current business license. For information about business license requirements, call City Hall at (530) 265-2496.

Event Notification. An event can change the normal flow of residential and business activity potentially causing a negative impact on the community. As the event organizer, you are responsible for notifying those residents and businesses that are adjacent to the planned closure prior to submission of your Application. Applicants must meet the Event Notification requirements unless the event is sponsored by the Nevada City Chamber of Commerce or has been approved and held annually in the same manner for three or more years. The preferred method of notification is the Requested Special Event Notification Form (Addendum A). Unless

otherwise exempt, your application materials must include a signed Notification Certification (Addendum B) confirming adjacent residents and businesses were notified of the planned event.

Form of Payment. The City accepts payment in the form of cash, personal/business check, money order or cashier's check. Please note there will be a \$25 service charge for all returned checks.

Insurance. The applicant and/or the sponsoring organization is required to provide proof of insurance. A current or valid Certificate of General Liability Insurance in the amount of \$1,000,000 and an endorsement (CG2026 or equivalent) naming the City of Nevada City as additional insured will be required at least 30 days prior to the event.

Parking. Applicants will be required to work with the Nevada City Police Department to facilitate ingress/egress requirements for event participants.

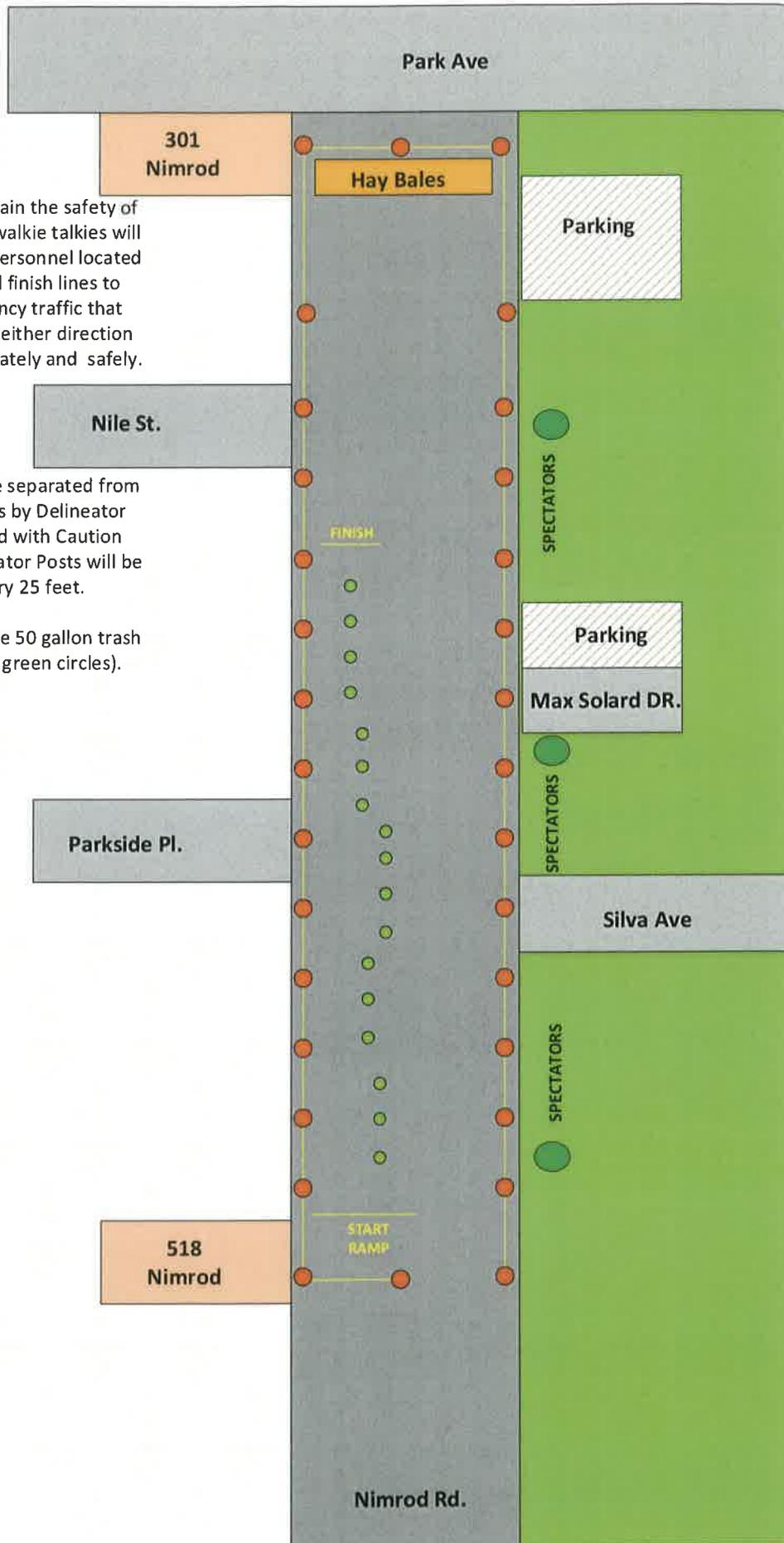
Restrooms. Public restrooms are limited to two, one at Robinson Plaza and one in the Commercial Street parking lot. If your event is planned for more than 50 people or in an area away from either public restroom, you may be required to provide restroom accommodations and hand washing facilities for event attendees in the quantity prescribed by the City.

Waste Management/Recycling. You are responsible for properly disposing of all waste and garbage throughout the term of your event, and immediately upon conclusion of the event the area must be returned to a clean condition. Therefore, the City may require the applicant to provide trash and recycling containers if the event involves food or drink vendors. Should cleanup be inadequate or damage to City property occurs, you will be billed at full recovery rates, plus overhead for cleanup and repair.

In order to maintain the safety of the competitors walkie talkies will be used by race personnel located at the start and finish lines to ensure emergency traffic that needs to pass in either direction can do so immediately and safely.

Spectators will be separated from the competitors by Delineator Posts connected with Caution Tape. The Delineator Posts will be placed every 25 feet.

There will be three 50 gallon trash cans (shown as green circles).



RELEASE AND WAIVER OF LIABILITY AGREEMENT

I acknowledge that I have voluntarily applied to participate in the following activities at:

2016 Gold Rush Classic

(Activities include skateboarding)

I AM AWARE THAT THESE ACTIVITIES ARE HAZARDOUS ACTIVITIES AND THAT I COULD BE SERIOUSLY INJURED OR EVEN KILLED. I AM VOLUNTARILY PARTICIPATING IN THESE ACTIVITIES WITH KNOWLEDGE OF THE DANGER INVOLVED, AND AGREE TO ASSUME ANY AND ALL RISKS OF BODILY INJURY, DEATH OR PROPERTY DAMAGE, WHETHER THOSE RISKS ARE KNOWN OR UNKNOWN.

As consideration for being permitted to participate in these activities, I forever release the city of Nevada City, the County of Nevada, its Officers, Officials, Employees and volunteers, N-Men Racing, and their respective directors, officers, employees, volunteers, agents, contractors, and representatives (collectively "Releasees") from any and all actions, claims, or demands that I, my assignees, heirs, distributees, guardians, next of kin, spouse and legal representatives now have, or may have in the future, for injury, death, or property damage, related to (i) my participation in these activities, (ii) the negligence or other acts, whether directly connected to these activities or not, and however caused, by any Releasee, or (iii) the condition of the premises where these activities occur, whether or not I am then participating in the activities. I also agree that I, my assignees, heirs, distributees, guardians, next of kin, spouse and legal representatives will not make a claim against, sue, or attach the property of any Releasee in connection with any of the matters covered by the foregoing release.

I HAVE CAREFULLY READ THIS AGREEMENT AND FULLY UNDERSTAND ITS CONTENTS. I AM AWARE THAT THIS IS A RELEASE OF LIABILITY AND A CONTRACT BETWEEN MYSELF AND THE FAIR, THE STATE, THE COUNTY, AND THE LESSOR, AND SIGN IT OF MY OWN FREE WILL.

If Signed by Parent or Guardian: I verify that the dangers of the activities and the significance of this Release and Waiver were explained to the Participant and that the Participant understood them.

By participating in this event I give my express consent to my actual or simulated likeness to be included for no consideration within any; film, photograph, audio and/or audiovisual recording to be exploited in any and all media for any purpose at any time throughout the world.

Executed at Nevada City, California on October 8, 2016.

PARTICIPANT/RELEASOR PARENT OR GUARDIAN. IF YOU ARE UNDER 18 YEARS OF AGE, YOU AND YOUR PARENT OR GUARDIAN MUST SIGN AND INITIAL THIS FORM WHERE INDICATED.

PRINT Participant Name

Signature of Racer or Parent (if under 18)



Victorian Christmas

Sun Dec 4, 11#15
Wed Dec 14#21

DRAFT CITY OF NEVADA CITY

3016

SPECIAL EVENT APPLICATION / CONTRACT

OVERVIEW

Thank you for choosing the City of Nevada City as the location for your event. The City requires the submittal of a Special Event Application as a pre-condition of considering whether to enter into an agreement to grant temporary use of all or any portion of a public street, sidewalk or alley.

Application materials must be completed in full and submitted to the City at least 90 days prior to your event date, and no more than one year in advance of the event date. Applications are accepted on a first-come, first-served basis. A non-refundable application fee must be paid upon submission of your completed application. Fees are described in the "Fees" section below. Use "NA" for "not applicable" to questions or sections that do not apply to your event. Incomplete applications will not be accepted and will delay processing which could affect the availability of your preferred event date or location. Please note the information you provide becomes public information.

City staff review application materials and prepare a Draft Special Event Contract (which may include additional requirements to ensure a safe event) for consideration by the City Council at a formal noticed public meeting. Applicants are strongly encouraged to attend the designated City Council meeting in order to discuss their proposed event and answer related questions. Please ensure you have City Council approval before marketing or advertising your event.

APPLICANT AUTHORIZATION AND INDEMNITY

To the extent allowed by law, Applicant agrees to defend, indemnify, and hold harmless the City of Nevada City, its agents, officials, and employees from and against all claims, damages, losses, injuries, illness, accidents relating to, arising out of, or resulting from, the use of this Special Event Application and the information contained therein, and any resulting Contract.

Applicant acknowledges that the information provided in this Application is true and accurate to the best of Applicant's knowledge and belief.

I have read, understand and agree to comply with all the information provided in the Special Event Application (attached) and any resulting permits and Special Event Contract if approved by the City Council.

Cathy Whittlesey 2/19/16
Signature of Applicant Date
Cathy Whittlesey Executive Director NC Co/C
Printed Name and Title of Applicant

(Person signing must be the same person who is listed as the Applicant on page 2.)

APPLICANT INFORMATION

Name of Requested Event VICTORIAN CHRISTMAS

Name of Applicant/Responsible Party Nevada City Chamber of Commerce
(Must match name on Page 1)

Sponsoring Organization/Company _____

Street Address 132 Main St. Apt/Unit/Suite _____

City Nevada City State CA Zip Code 95959

Email Cathy@nevadacitychamber.com

Daytime Phone 265-2692 Cell Phone 913-7064

Does the sponsoring organization/party have experience producing similar events?

Yes / No (Circle One)

Event Contact for Public Information

Name Nevada City Chamber of Commerce Contact Phone 265-2692

Email info@nevadacitychamber.com

Website www.nevadacitychamber.com

Day of Event Contact Information

On-site Contact Name Cathy Whittlesey

On-site Contact Cell Number 913-7064

Day of Event ALTERNATE Contact Information

On-site Contact Name Cindy Moon

On-site Contact Cell Number 263-4613

EVENT DETAILS

Event Description. Please attach a detailed description of your event to this application (e.g. Overall summary, Is it open to the public? How will it be publicized? Is it kid/family friendly? Can it go forward rain or shine? Etc.)

Type of Event (Check all that apply)

- Parade/Procession
- Street Festival/Block Party
- Fundraiser
- Concert
- Run/Walk/Bicycle
- Other: _____

Has this event been produced before? Yes No
 Is this an annual event? Yes No
 Will there be an admission or entry fee? Yes No
 If yes, fee per adult: \$ _____ Fee per child: \$ _____

[For Parades Only]

Number of units and floats for parade: _____

Event Date(s) SUNDAYS December 4, 11 & 18, 2016
Wednesdays December 14 & 21, 2016

Expected number of:

Attendees _____	Participants _____	Volunteers _____
Event Hours	Start <u>Sundays 1:30pm</u> <u>Wednesdays 5pm</u>	End <u>6pm</u> <u>9pm</u>
Set-up	Date <u>Sun</u> <u>Wed</u>	Time <u>12:30 to 1:30</u> <u>to 5pm</u> <u>6 to 7:30pm</u>
Break Down	Date <u>Sun</u> <u>Wed</u>	Time <u>9 to 10:30</u>

Names of street(s), sidewalk(s), alley(s) proposed to be closed (attach additional pages or complete attached map if necessary). Note that it may be necessary to consult with a Police Sergeant (265-2626) and/or the Director of Public Works (265-2496) to accurately identify requested street closures.

_____ between _____ & _____

See Attached Map

City of Nevada City Street Closure/Special Event Application

Please note whether your event includes any of the following*:

- | | |
|--|--|
| <input type="checkbox"/> Amplified sound | <input checked="" type="checkbox"/> Concessions |
| <input type="checkbox"/> Food Vendors | <input checked="" type="checkbox"/> Stages/Platforms |
| <input checked="" type="checkbox"/> Food Cooking | <input checked="" type="checkbox"/> Tents/Temporary Structures |
| <input checked="" type="checkbox"/> Alcohol sales | <input type="checkbox"/> Animals will be present |
| <input checked="" type="checkbox"/> Temporary Lighting | |

*If any of the above are checked, please include additional details below.

Food Court on Lower Commercial St. & in the Three Forks Parking Lot

Food Vendors will be cooking - All of them conform to Environmental Health Dept. Regulations

Cocktails will be sold

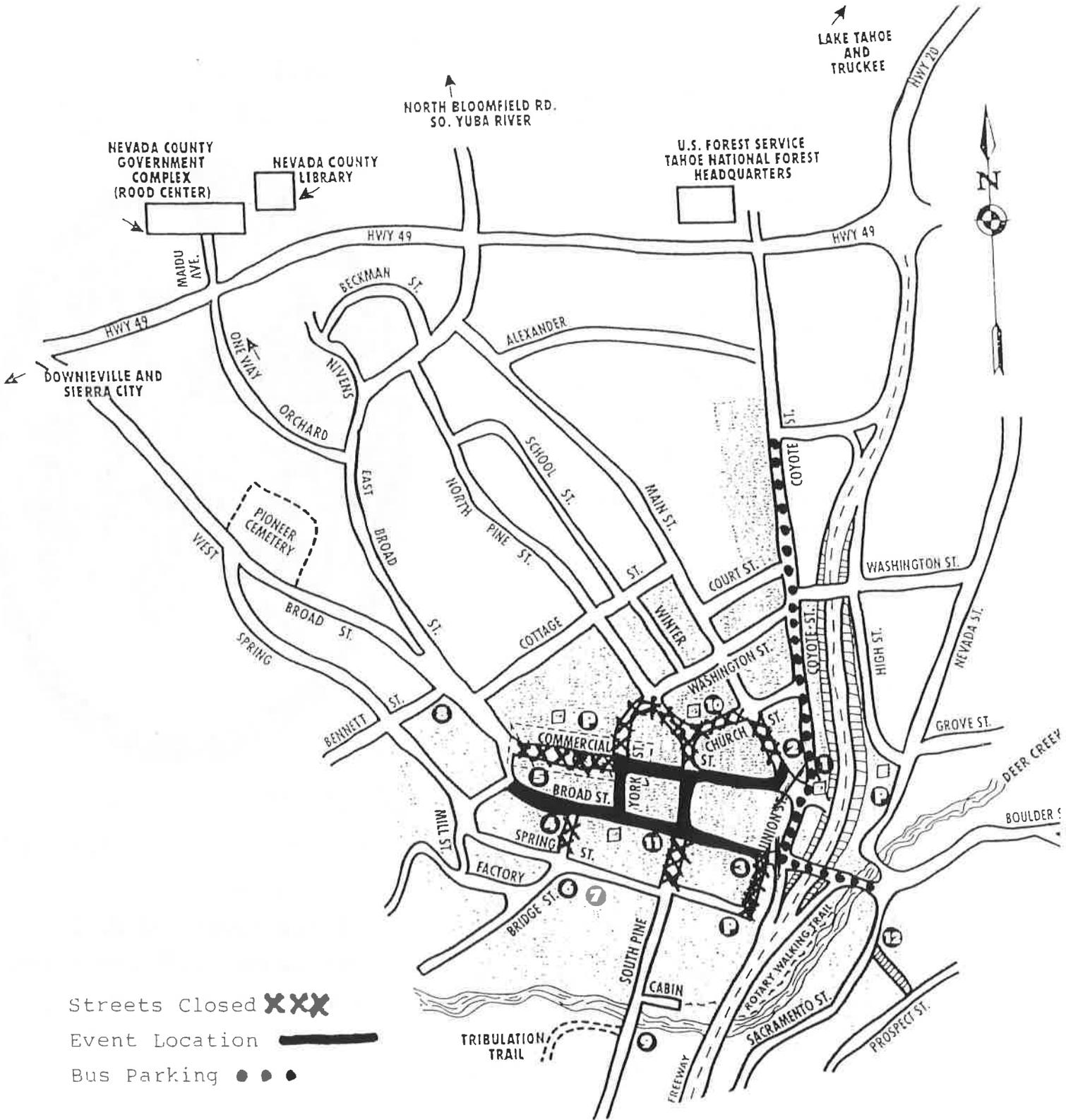
Temporary Lighting - Halogen Lights (work type) shining down in Parking lot and on street for extra light. Nothing strung across the streets.

Concessions - food & craft vendors

Stages in Parking Lot, Friar Tuck's & Broad St.

Tents/Temporary Structures - All vendors will have canopies. It helps with the weather conditions.

VICTORIAN CHRISTMAS



- Streets Closed **XXX**
- Event Location **—**
- Bus Parking ●●●

2014
**Victorian
 CHRISTMAS**

An Old-Fashioned Holiday
 in Historic Downtown Nevada City

Strolling Carolers • Victorian Characters
 Children's Activities • Carriage Rides
 Handcrafted Christmas Gifts
 Holiday Shopping • Delicious Foods
 Roasted Chestnuts • and much more!

Fine Shops and Restaurants

Wednesday Evenings

December 10 & 17

5:00 - 9:00pm

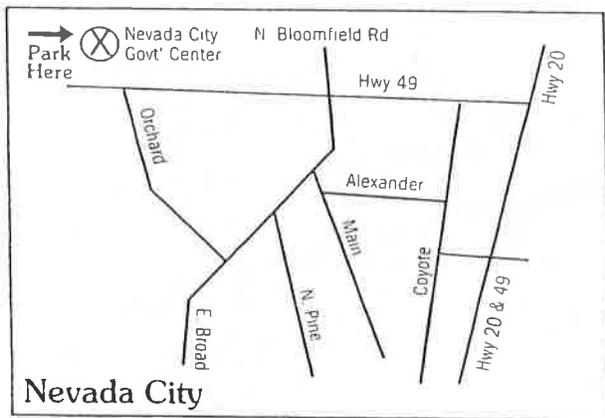
Sunday Afternoons

December 7, 14 & 21

1:30 - 6:00pm

Shuttle Service (see map)

\$5 Round Trip, Free for ages 15 & under



Nevada City Chamber of Commerce (530)265-2692
www.nevadacitychamber.com

**Victorian
 CHRISTMAS 2014**
**Nevada City
 California**



**THE ROMANCE OF CHRISTMAS PAST
 Historic Nevada City**

Wednesdays 5-9 pm

December 10 & 17

Sundays 1:30 pm-6 pm

December 7, 14 & 21

The 2015 Victorian Christmas will be similar to the 2014 event.

Victorian Christmas

The enticing aromas of roasted chestnuts and hearty holiday foods fill the air, along with cries of street vendors hawking their wares and lamp-lit streets filled to overflowing with authentic Christmas treasures — hand-crafted candy, jewelry, pottery, perfume, dolls, and over 100 different items in all. It's the one & only Victorian Christmas—full of new shows, sights, sounds and attractions.

Welcome the holiday season in style in historic Nevada City, a quaint, Gold Rush town nestled in the foothills of the snow-capped Sierra where each year the town's picturesque downtown transforms into a genuine Christmas card come to life. It's a magical setting of hilly streets outlined with twinkling white lights and authentic gas lamps, wandering minstrels and carolers dressed in Victorian attire, and a myriad of visitors sharing holiday cheer and good tidings.

This annual, family tradition takes place 2 Wednesday evenings and 3 Sunday afternoons in December and features holiday activities for all ages: carriage rides, live entertainment, savory yuletide treats and libations, and of course, Father Christmas!

FEES

The City requires the payment of a non-refundable application fee upon submission of your completed application. Late fees apply to applications filed less than 90 days in advance of an event. The City does not guarantee any application submitted less than 45 days in advance will be able to be submitted to the City Council for consideration prior to the planned event. Please select from the following table the fee(s) that apply to your application:

- _____ \$100 Timely application for single new event OR old event with new sponsor
- _____ \$50 Timely application for repeat of event with same sponsor
- _____ \$25 For each additional application for new event by the same sponsor
- _____ \$10 For each additional application for repeat of event with same sponsor
- _____ \$75 Additional fee for applications filed less than 90 days but more than 45 days in advance

\$ 10 Total Fees

EVENT REQUIREMENTS

Alcohol. If alcohol is sold at your event, an Alcohol Permit from California Alcohol Beverage Control (ABC) is required. Please contact ABC at (916) 419-1319.

Amplified Sound. If the event will have amplified sound, applicant is required to have an event staff member responsible for monitoring sound levels to assure compliance with City noise standards when sound/music/noise may be audible beyond the event venue.

Business License. All vendors participating in an event held in Nevada City must obtain a current business license. For information about business license requirements, call City Hall at (530) 265-2496.

Event Notification. An event can change the normal flow of residential and business activity potentially causing a negative impact on the community. As the event organizer, you are responsible for notifying those residents and businesses that are adjacent to the planned closure prior to submission of your Application. Applicants must meet the Event Notification requirements unless the event is sponsored by the Nevada City Chamber of Commerce or has been approved and held annually in the same manner for three or more years. The preferred method of notification is the Requested Special Event Notification Form (Addendum A). Unless

otherwise exempt, your application materials must include a signed Notification Certification (Addendum B) confirming adjacent residents and businesses were notified of the planned event.

Form of Payment. The City accepts payment in the form of cash, personal/business check, money order or cashier's check. Please note there will be a \$25 service charge for all returned checks.

Insurance. The applicant and/or the sponsoring organization is required to provide proof of insurance. A current or valid Certificate of General Liability Insurance in the amount of \$1,000,000 and an endorsement (CG2026 or equivalent) naming the City of Nevada City as additional insured will be required at least 30 days prior to the event.

Parking. Applicants will be required to work with the Nevada City Police Department to facilitate ingress/egress requirements for event participants.

Restrooms. Public restrooms are limited to two, one at Robinson Plaza and one in the Commercial Street parking lot. If your event is planned for more than 50 people or in an area away from either public restroom, you may be required to provide restroom accommodations and hand washing facilities for event attendees in the quantity prescribed by the City.

Waste Management/Recycling. You are responsible for properly disposing of all waste and garbage throughout the term of your event, and immediately upon conclusion of the event the area must be returned to a clean condition. Therefore, the City may require the applicant to provide trash and recycling containers if the event involves food or drink vendors. Should cleanup be inadequate or damage to City property occurs, you will be billed at full recovery rates, plus overhead for cleanup and repair.

CHECKLIST

Thank you for completing the Special Event Application. Before you submit your application to the City of Nevada City, please make sure you have completed the following steps:

- Sign AND date your application.
- Attach a detailed event description to the application.
- Secure required insurance for the event.
- Include a Notification Certification confirming businesses and residents have been notified of the planned event.
- Calculate and include the applicable fee.

Submit your completed application to:

City of Nevada City
Attn. Special Event Applications
317 Broad Street
Nevada City, CA 95959

[Internal Use Only]

Police Comments:

Fire Comments:

Public Works Comments:

Mardi Gras Parade & Street Fair - Feb 19

DRAFT CITY OF NEVADA CITY

2017



SPECIAL EVENT APPLICATION / CONTRACT

OVERVIEW

Thank you for choosing the City of Nevada City as the location for your event. The City requires the submittal of a Special Event Application as a pre-condition of considering whether to enter into an agreement to grant temporary use of all or any portion of a public street, sidewalk or alley.

Application materials must be completed in full and submitted to the City at least 90 days prior to your event date, and no more than one year in advance of the event date. Applications are accepted on a first-come, first-served basis. A non-refundable application fee must be paid upon submission of your completed application. Fees are described in the "Fees" section below. Use "NA" for "not applicable" to questions or sections that do not apply to your event. Incomplete applications will not be accepted and will delay processing which could affect the availability of your preferred event date or location. Please note the information you provide becomes public information.

City staff review application materials and prepare a Draft Special Event Contract (which may include additional requirements to ensure a safe event) for consideration by the City Council at a formal noticed public meeting. Applicants are strongly encouraged to attend the designated City Council meeting in order to discuss their proposed event and answer related questions. Please ensure you have City Council approval before marketing or advertising your event.

APPLICANT AUTHORIZATION AND INDEMNITY

To the extent allowed by law, Applicant agrees to defend, indemnify, and hold harmless the City of Nevada City, its agents, officials, and employees from and against all claims, damages, losses, injuries, illness, accidents relating to, arising out of, or resulting from, the use of this Special Event Application and the information contained therein, and any resulting Contract.

Applicant acknowledges that the information provided in this Application is true and accurate to the best of Applicant's knowledge and belief.

I have read, understand and agree to comply with all the information provided in the Special Event Application (attached) and any resulting permits and Special Event Contract if approved by the City Council.

Cathy Whittlesey _____ 2/19/16 _____
Signature of Applicant Date
Cathy Whittlesey Executive Director NC Co/C
Printed Name and Title of Applicant

(Person signing must be the same person who is listed as the Applicant on page 2.)

APPLICANT INFORMATION

Name of Requested Event MARDI GRAS Parade + Street Fair

Name of Applicant/Responsible Party Nevada City Chamber of Commerce
(Must match name on Page 1)

Sponsoring Organization/Company Nevada City Chamber of Commerce

Street Address 132 Main St. Apt/Unit/Suite _____

City Nevada City State CA Zip Code 95959

Email Cathy@nevadacitychamber.com

Daytime Phone 265-2692 Cell Phone 913-7064

Does the sponsoring organization/party have experience producing similar events?

Yes / No (Circle One)

Event Contact for Public Information

Name Nevada City Chamber of Commerce Contact Phone 265-2692

Email info@nevadacitychamber.com

Website www.nevadacitychamber.com

Day of Event Contact Information

On-site Contact Name Cathy Whittlesey

On-site Contact Cell Number 913-7064

Day of Event ALTERNATE Contact Information

On-site Contact Name Cindy Moon

On-site Contact Cell Number 263-4613

City of Nevada City Street Closure/Special Event Application

Please note whether your event includes any of the following*:

Amplified sound

Concessions

Food Vendors

Stages/Platforms

Food Cooking

Tents/Temporary Structures

Alcohol sales

Animals will be present

Temporary Lighting

*If any of the above are checked, please include additional details below.

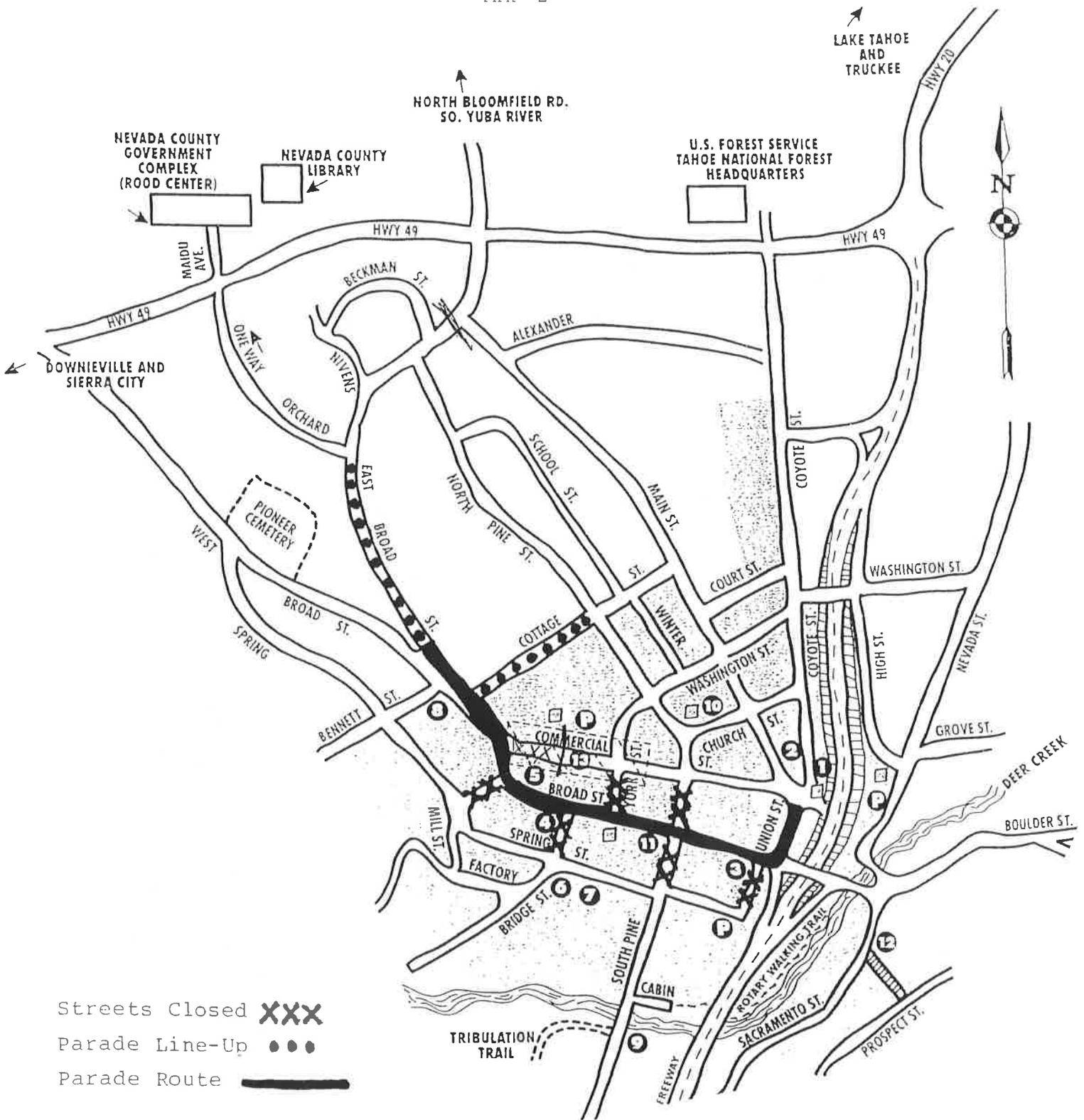
Amplified Sound - There is a parade announcer on the balcony of the Kidd/Knox Bldg.

Food Vendor - limited to CoFC and Chamber Members. Just a couple of booths. All cooking in compliance with Environmental Health

Concessions - Craft and Food Vendors will have Canopies

MARDI GRAS PARADE

MAP 2



Mardi Gras Parade & Street Faire

On Sunday, the Mardi Gras Street Faire will be held on North Pine Street, in Historic Downtown Nevada City, from 11:00 a.m. to 4 p.m. There will be food, drink, crafts, and clothing.

The Mardi Gras Parade begins at 2 p.m. Sunday and moves down Broad Street through the center of town. It is a rain or shine event. Merry spectators of all ages line the parade route while gaily masked societies parade through the historic district handing out beads, toys, trinkets, bangles and more. Everyone is encouraged to attend in festive Mardi Gras attire.

And join us for a festive after-the-parade Carnevale for the whole family at the Miners Foundry from 2:30 to 5:30 p.m.! Enjoy New Orleans style food, hot dogs, ice cream & desserts, soft drinks & specialty coffees. Also featuring a full bar for the adults serving Hurricanes, plus a special Bloody Mary bar. Delight in Cajun music, Izzy the Juggler, drummers, belly dancers, a bounce house, and more! Tickets at the door only. \$5 Admission. Kids 12 & under FREE!

FEES

The City requires the payment of a non-refundable application fee upon submission of your completed application. Late fees apply to applications filed less than 90 days in advance of an event. The City does not guarantee any application submitted less than 45 days in advance will be able to be submitted to the City Council for consideration prior to the planned event. Please select from the following table the fee(s) that apply to your application:

- \$100 Timely application for single new event OR old event with new sponsor
- \$50 Timely application for repeat of event with same sponsor
- \$25 For each additional application for new event by the same sponsor
- \$10 For each additional application for repeat of event with same sponsor
- \$75 Additional fee for applications filed less than 90 days but more than 45 days in advance

\$10 Total Fees

EVENT REQUIREMENTS

Alcohol. If alcohol is sold at your event, an Alcohol Permit from California Alcohol Beverage Control (ABC) is required. Please contact ABC at (916) 419-1319.

Amplified Sound. If the event will have amplified sound, applicant is required to have an event staff member responsible for monitoring sound levels to assure compliance with City noise standards when sound/music/noise may be audible beyond the event venue.

Business License. All vendors participating in an event held in Nevada City must obtain a current business license. For information about business license requirements, call City Hall at (530) 265-2496.

Event Notification. An event can change the normal flow of residential and business activity potentially causing a negative impact on the community. As the event organizer, you are responsible for notifying those residents and businesses that are adjacent to the planned closure prior to submission of your Application. Applicants must meet the Event Notification requirements unless the event is sponsored by the Nevada City Chamber of Commerce or has been approved and held annually in the same manner for three or more years. The preferred method of notification is the Requested Special Event Notification Form (Addendum A). Unless

otherwise exempt, your application materials must include a signed Notification Certification (Addendum B) confirming adjacent residents and businesses were notified of the planned event.

Form of Payment. The City accepts payment in the form of cash, personal/business check, money order or cashier's check. Please note there will be a \$25 service charge for all returned checks.

Insurance. The applicant and/or the sponsoring organization is required to provide proof of insurance. A current or valid Certificate of General Liability Insurance in the amount of \$1,000,000 and an endorsement (CG2026 or equivalent) naming the City of Nevada City as additional insured will be required at least 30 days prior to the event.

Parking. Applicants will be required to work with the Nevada City Police Department to facilitate ingress/egress requirements for event participants.

Restrooms. Public restrooms are limited to two, one at Robinson Plaza and one in the Commercial Street parking lot. If your event is planned for more than 50 people or in an area away from either public restroom, you may be required to provide restroom accommodations and hand washing facilities for event attendees in the quantity prescribed by the City.

Waste Management/Recycling. You are responsible for properly disposing of all waste and garbage throughout the term of your event, and immediately upon conclusion of the event the area must be returned to a clean condition. Therefore, the City may require the applicant to provide trash and recycling containers if the event involves food or drink vendors. Should cleanup be inadequate or damage to City property occurs, you will be billed at full recovery rates, plus overhead for cleanup and repair.

CHECKLIST

Thank you for completing the Special Event Application. Before you submit your application to the City of Nevada City, please make sure you have completed the following steps:

- Sign AND date your application.
- Attach a detailed event description to the application.
- Secure required insurance for the event.
- Include a Notification Certification confirming businesses and residents have been notified of the planned event.
- Calculate and include the applicable fee.

Submit your completed application to:

City of Nevada City
Attn. Special Event Applications
317 Broad Street
Nevada City, CA 95959

[Internal Use Only]

Police Comments:

[Empty text box for Police Comments]

Fire Comments:

[Empty text box for Fire Comments]

Public Works Comments:

[Empty text box for Public Works Comments]

***Nevada City Constitution Day Committee
317 Broad Street
Nevada City, CA 95959
Phone: 530-265-2692***

To: Nevada City Council

From: Nevada City Constitution Day Committee

RE: Banner on Broad Street

2016 is the 50th anniversary celebrating Constitution Day in Nevada City. The event was established by Col. Wm. Lambert who represented Nevada Lodge #13. After Col. Lambert's passing, the city of Nevada City became a partner with Nevada Lodge #13 to sponsor the traditional event.

This year, the committee would like to promote the celebration on Broad Street by hanging a high quality banner between Utopian Stone and Asylum Down announcing 50 years Celebrating the Constitution in Nevada City. Please see attached draft of the banner.

Our proposed plan is as follows:

Banner will be 18 ft. in length – approximately 2 ft. high

Reinforced grommets shall be fixed in each corner and evenly at approximately two (2) foot Intervals along the perimeter.

Canvas or reinforced vinyl will be used for the banner material.

Three (3) twelve (12") inch slits for air flow should be cut into the surface of the banner

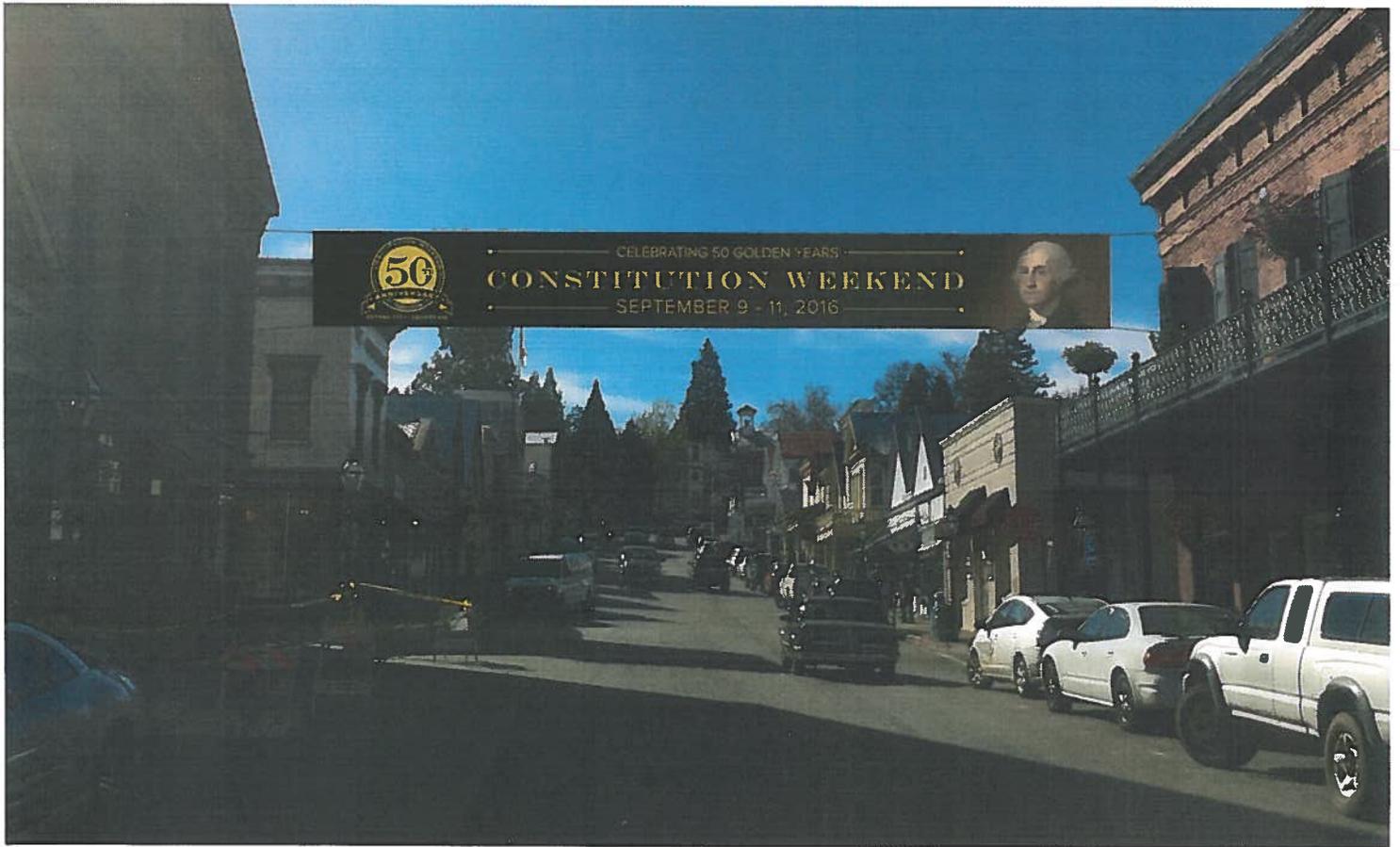
Message will be placed on both sides of the banner (If Possible)

It will hang at least 14 feet above the street and sidewalk as required.

The banner will be hanging for 2 weeks – August 30th to September 12th.

We have discussed this idea with the building owners and Chris Schack of the NCDPW. Everyone is in agreement to make it happen.

The Banner will be hung from the Utopian Stone Building (301 Broad Street) to Asylum Down Building (300 Broad Street). This is just an idea of what it will look like hanging above the Street.



REPORT TO CITY COUNCIL

City of Nevada City
317 Broad Street
Nevada City, CA 95959
www.nevadacityca.gov

April 13, 2016

TITLE: Draft 2016 Nevada City Community Survey

RECOMMENDATION: Provide direction to the City Manager.

CONTACT: Mark Prestwich, City Manager

BACKGROUND / DISCUSSION: Many cities, including Nevada City, have used community surveys to receive feedback on quality of life, satisfaction with performance in providing City services and programs, and to gather resident feedback on specific issues. This feedback is invaluable to elected officials, staff and other stakeholders for planning, resource allocation, program improvement and policy making. The City Council's adopted NCFORWARD economic strategy includes a plan to convene a community survey in 2016.

One of the first things a community must do before it conducts a survey is to agree on the answer to the question: *What do we want to learn?* To this end, Staff has developed a draft resident survey for the City Council's review. The survey instrument was developed by reviewing other communities' surveys and via staff input. The draft survey was also reviewed by the Nevada City Chamber of Commerce. Staff requests the City Council review the draft survey and provide feedback on any suggested additions, deletions or edits to survey questions and survey formatting.

Staff is recommending the City utilize both paper and online survey instruments to be distributed via utility bills in early May 2016. Extra copies will be made available at City Hall. Sierra Commons has volunteered to assist the City with conducting the online survey instrument. This will allow results to be tabulated in time for the annual City Council/Planning Commission goal setting process tentatively planned for early September and provide policymakers with comprehensive community input.

Following the survey and review of results, the City Council may also desire to probe some survey feedback in greater depth via focus groups.

ENVIRONMENTAL CONSIDERATIONS: None.

FISCAL IMPACT: None.

ATTACHMENT:

- ✓ Draft 2016 Nevada City Community Survey

DRAFT 2016 Nevada City Community Survey

QUALITY OF LIFE

1. Please rate your level of satisfaction with the following items about life in Nevada City:

How do you rate . . .	Excellent	Good	Fair	Poor	N.A./ Don't Know
Your overall quality of life in Nevada City					
Overall quality of your neighborhood					
The sense of community in Nevada City					
Nevada City as a place to work					
Nevada City as a place to retire					
Opportunities to attend arts/cultural events					
Access to affordable housing					
Availability of overnight lodging					
Employment opportunities					
Shopping opportunities					
Quality of outdoor recreation options					
Food/restaurant options					
Quality of sidewalks					
Quality of streets					
Amount of public parking					
Availability of paths and walking trails					
Overall image/reputation of Nevada City					

2. Please rate how safe you feel from each of the following in Nevada City:

	Very Safe	Somewhat Safe	Neither Safe Nor Unsafe	Somewhat Unsafe	Very Unsafe
Violent crime (e.g. rape, robbery, homicide)					
Property crime (e.g. burglary, theft)					
Wildland fires					
Structural/house fires					
Environmental hazards, including mine waste					

3. Please tell us how safe you feel in each of the following areas in Nevada City:

	Very Safe	Somewhat Safe	Neither Safe Nor Unsafe	Somewhat Unsafe	Very Unsafe	Don't Know
Historic District during the day						
Historic District after dark						
In your neighborhood during the day						
In your neighborhood after dark						
Pioneer Park						
City parking lots						
Multi-use trails (e.g. Hirschman's Trail)						

4. Do you have specific comments about your ratings for these areas? _____

5. What would you say are the one or two most important issues facing the City of Nevada City today? _____

6. What one or two things would you like to see changed to improve the City? _____

CITY SERVICES

7. For each of the following services/amenities provided by the City of Nevada City, please rate the quality of service/amenity.

How do you rate . . .	Excellent	Good	Fair	Poor	N.A./ Don't Know
Police services					
Fire services					
Street repair (potholes, crack repair, etc.)					
Street sweeping					
Drinking water					
Building and Housing Code enforcement					
Storm drainage					
Preserving the City's historic features and attributes					
Trails					
Pioneer Park					
Recreation programs or classes					

8. If you have had phone, in-person or email contact with a City of Nevada City employee in the last 12 months, how would you rate your impression?

	Very Good	Good	Neither Good Nor Bad	Bad	Very Bad	N.A./ Don't Know
Courteousness and respectfulness						
Responsiveness to your needs						
Knowledge						

9. How likely, if at all, would you be to obtain information from the City about things like City Council meetings, community meetings, upcoming programs and events from the following formats?

	Very Likely	Likely	Somewhat Likely	Not at all Likely	N.A./ Don't Know
Email listserve					
Inserts in water utility bill					
City website (www.nevadacityca.gov)					
Public Cable Channel 17					
The Union Newspaper					
Social Media (e.g. Facebook, Twitter, etc.)					
Radio					
Other (Describe: _____)					

BUSINESS / EVENTS

10. How often do you shop or conduct business in...

	Historic District	7-Hills District
Daily (6-7 times per week)	<input type="checkbox"/>	<input type="checkbox"/>
Weekly on weekdays (1-5 times per week)	<input type="checkbox"/>	<input type="checkbox"/>
Weekly on weekends (1-2 times per weekend)	<input type="checkbox"/>	<input type="checkbox"/>
Once or twice per month	<input type="checkbox"/>	<input type="checkbox"/>
Seasonally (1-4 times per year)	<input type="checkbox"/>	<input type="checkbox"/>
Never	<input type="checkbox"/>	<input type="checkbox"/>

11. What other kinds of businesses do you feel Nevada City needs? _____

12. Which of the following Nevada City events do you plan to attend in the future? (mark all that apply)

- Victorian Christmas Street Fair
- 4th of July Parade
- Constitution Day Parade & Events
- Summer Nights Street Fair
- Wild & Scenic Film Festival
- Mardi Gras Events & Parade
- Soapbox Derby
- Artisan Craft Faire (Thanksgiving Weekend)
- Nevada City Uncorked
- Nevada City Bicycle Classic
- Summer Movies in the Park
- Nevada City First Friday Artwalks
- Nevada City Farmers Market

13. What other types of events would you attend if they were held in Nevada City? _____

ABOUT YOU AND YOUR HOUSEHOLD

14. How many years have you lived in Nevada City?

- Less than 2 years
- 2-5 years
- 6-10 years
- 11-20 years
- More than 20 years

15. Do you own or rent your residence?

- Own
- Rent

16. What is your gender?

- Female
- Male

17. Do you have any children 17 or under living in your household?

- No
- Yes - If so, how many? _____

18. Select your age bracket:

- 18-29
- 30-39
- 40-49
- 50-59
- 60-69
- 70-79
- 80 or older

19. Are you currently employed for pay?

- No
- Yes, full time
- Yes, part time

20. Do you have regular, convenient access to the internet?

- Yes
- No

21. What is your zip code?

- 95959 – 3 digit house address (e.g. 317 Broad Street)
- 95959 – 5 digit house address (e.g. 26177 Nevada City Highway)
- Other: _____

22. OPTIONAL. Following the survey, the City may convene focus groups to probe various aspects of feedback provided. If you would like to be considered as a focus group participant, please provide your name and either email address or telephone number below:

Name: _____

Email: _____

Telephone: _____

Thank you!