

Parks and Recreation Committee Meeting
Tuesday, October 1, 2024 5:00 PM
Crete City Hall
243 E 13th Street
Crete, NE 68333

1. Open Meeting

- In accordance with Nebraska law, a copy of the Open Meetings Act can be found in the back of the Council Chambers.
- Items listed on the agenda may be considered in any order.

2. Roll Call

- Attendance of members will be recorded to determine the presence of a quorum for official actions.

3. Items of Business

- The Committee may discuss or limit discussion on, hear testimony in favor of or in opposition to, or take action to provide a recommendation to the City Council on any matter presented under this title.

3.A. Consider the Application for Special Event Permit SE24-12 from the Crete Booster Club for a bonfire and celebration

3.B. Consider the Special Event Permit SE24-14 for the Doane Homecoming Bonfire on October 15th, 2024

4. Officers' Reports

- Reports may be given by the Mayor, Officers, Departments, or Councilmembers concerning the current operations of the City.
- No action can be taken on matters presented under this title except to answer any questions or to refer the matter for further action.

5. Adjournment

Disclaimers & Notices

- The Council may enter into closed session to discuss any matter on this agenda when it is determined that a closed session is clearly necessary for the protection of the public interest or the prevention of needless injury to the reputation of an individual (if such individual has not requested a public meeting) or as otherwise allowed by law. Any closed session shall be limited to the subject matter for which the closed session was called. If the motion to close passes, then immediately prior to the closed session the Mayor shall restate on the record the limitation of the subject matter of the closed session.
- The City of Crete assures that no person shall on the grounds of race, color, national origin, age, disability, handicap or sex, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity of the City receiving Federal financial assistance. To report discrimination, contact the City Clerk's office.
- The complete agenda with attachments is available at www.crete.ne.gov.



CITY OF CRETE
APPLICATION FOR SPECIAL EVENT PERMIT

Event Title: Crete Booster Club Kickoff

Date of Event October 9th, 2024

Start Time of Event 5:00 pm

Finish Time of Event 9:30 pm

Location of Event Tuxedo Park

Disc kart track area for
a bonfire and celebration

This request is for temporary occupation of the street or sidewalk right-of-way.

Streets or Alleys requesting to be closed N/A

Special Equipment N/A

Organization Crete Booster Club

Responsible Party Marilyn Schacht

Address 573 County Rd 2400, Crete, NE 68333

Phone (402) 418-1755

DO NOT WRITE IN THIS SPACE

Application # 2024-12

City Admin. Review _____

Public Works Review _____

Emergency Services Review _____

Parks & Recreation Review _____

Council Meeting Date _____

Approved _____

Denied _____

Insurance Certificate
Required _____

Ins. Cert. Received _____

(COMPLETE REVERSE SIDE)



CITY OF CRETE
APPLICATION FOR SPECIAL EVENT PERMIT

Event Title: Doane University Homecoming Bonfire

Date of Event October 15, 2024
Start Time of Event 8pm
Finish Time of Event 11pm
Location of Event Tuxedo Race Track

This request is for temporary occupation of the street or sidewalk right-of-way.

Streets or Alleys requesting to be closed

Special Equipment

Organization Doane University

Responsible Party Student Affairs Programming, Spencer Munson

Address 1014 Boswell Ave, Crete, NE 68333

Phone 402-429-2642

DO NOT WRITE IN THIS SPACE
Application # 2024-14
City Admin. Review [checked]
Public Works Review [checked]
GRY 108 Crete PD XXXX
Emergency Services Review
Parks & Recreation Review
Council Meeting Date
Approved
Denied
Insurance Certificate Required
Ins. Cert. Received

(COMPLETE REVERSE SIDE)

By signing this application, Applicant agrees to indemnify and hold the City of Crete and all of its officers and employees harmless from and against any and all claims made by any person or any loss or damage sustained by any person as a direct result of the acts or omissions of the Applicant, its employees, agents, invitees, or guests or as a direct result of the event set forth in the application and any activities related thereto (the "Event"). Applicant agrees to abide by all applicable laws, rules, and regulations pertaining to Applicant's event, including those relating to copyright and intellectual property. Applicant shall bear the sole responsibility for securing any necessary licenses, including music licenses, prior to the event and shall indemnify and hold the City of Crete and all of its officers and employees harmless from and against any and all claims made by any person alleging intellectual property infringement or other claims related to licensure or lack thereof.

Debra J. Sheppard
Signature of Responsible Party

REQUIRED ATTACHMENTS:

- Diagram or print of location of event.
- If alcoholic liquor will be served, copy of SDL.
- If alcoholic liquor will be served, description of barricades, devices, security measures, etc. to ensure compliance with The Nebraska Liquor Control Act:

- Copy of insurance covering event with City of Crete as named insured.

Blue River Raceway

Tuxedo Park Rd

Tuxedo Park Rd

Seritoma Rd

ce

Client#: 2055237

DOANEUNI

ACORD™

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

09/18/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer any rights to the certificate holder in lieu of such endorsement(s).

PRODUCER: USI Insurance Services, LLC, 6100 Fairview Rd Ste 1400, Charlotte, NC 28210, 704 543-0258. CONTACT NAME: Cassie Watkins, PHONE: 704 543-0258, FAX: (A/C, No):, E-MAIL ADDRESS: cassie.watkins@usi.com. INSURER(S) AFFORDING COVERAGE: INSURER A: United Educators Ins, Recip Risk Ret Gr, NAIC #: 10020. INSURED: Doane University, 1014 Boswell Avenue, Crete, NE 68333.

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

Table with columns: INSR LTR, TYPE OF INSURANCE, ADDL INSR, SUBR VVVD, POLICY NUMBER, POLICY EFF (MM/DD/YYYY), POLICY EXP (MM/DD/YYYY), LIMITS. Includes Commercial General Liability (S8357V), Automobile Liability, Umbrella Liab, and Workers Compensation.

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required) RE: September 27, 2024- Doane Homecoming at the Race Track in Tuxedo Park. The City of Crete, Nebraska, is an Additional Insured for General Liability when required by written contract and executed prior to loss.

CERTIFICATE HOLDER: City of Crete, 245 East 13th Street, Crete, NE 68333. CANCELLATION: SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE: Paula B. Belton

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Nancy Tellez

From: Nancy Tellez
Sent: Monday, September 30, 2024 2:36 PM
To: Tom Ourada
Subject: FW: Special Event Permit

From: Spencer Munson <spencer.munson@doane.edu>
Sent: Monday, September 30, 2024 2:15 PM
To: Nancy Tellez <nancy.tellez@crete.ne.gov>
Subject: Re: Special Event Permit

Nancy,

We plan to source wood from Doane's campus and deliver it to the Tuxedo Race Track on the afternoon of the 15th. The fire will be in the middle of the track starting at 9pm and going till 11pm. We will build it about 4-5ft tall so that it can be managed with low risk. Students will be served hot chocolate and smores and play glow games around the track area. There will be 3-4 Doane staff members on site and 3-4 student leaders to manage the space and any liabilities. This is zero tolerance for alcohol event.

In the past the Crete Fire Department has helped us extinguish the remaining fire and we pick up the remaining logs the next day to clear the track. In the past we have left those remaining logs by the tree line to the east. Is there any wood in the area that needs to be burned?

We will make sure we leave the area as we found it.

Are there any other questions or concerns?

Thank you,

Spencer

On Mon, Sep 30, 2024 at 10:56 AM Nancy Tellez <nancy.tellez@crete.ne.gov> wrote:

Good morning Spencer,

Yes, however the application was an outdated version. I reached out to your office and Deb Sherard helped out and sent the correct form. City Administrator Tom Ourada asked that along with the map you provided there be more info on what your plan is for the event.

Nancy

From: Spencer Munson <spencer.munson@doane.edu>
Sent: Monday, September 30, 2024 10:38 AM
To: Nancy Tellez <nancy.tellez@crete.ne.gov>
Subject: Re: Special Event Permit

Did you get this? I forwarded all of the info last week.

On Fri, Sep 27, 2024 at 5:07 PM Nancy Tellez <nancy.tellez@crete.ne.gov> wrote:

Good afternoon Spencer,

Would you be able to please submit a plan along with the map explaining where you plan to have the event?

Thank you,

Nancy

Nancy Tellez | City Clerk

City of Crete | 243 East 13th Street | Crete, NE | 68333

Office: 402 826-6415 | Cell: 402 381-7789



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