

CITY OF RAWLINS



Received

2016 02 20 *dk*

Deputy City Clerk

SPECIAL EVENTS APPLICATION

Relevant to the use of city property, including location, storage of vehicles, equipment, and crowd control.

NAME OF EVENT:	MUSIC IN THE PARK
Name of Applicant: Patti Hays	Organization: City of Rawlins - Parks & Rec Dept.
Address: P O Box 953	Address: 1616 Harshman
City/State/Zip Rawlins, Wyoming 82301	City/State/Zip Rawlins, Wyoming 82301
Phone Number: 307-324-7529	Business Phone Number: 307-324-7529
Cell Number: 307-321-4599	Fax: 307-328-4578
Email Address: Phays@rawlins-wyoming.com	Email Address:
Begin Date: June 23, 2016 - Thursday evenings	End Date: August 18, 2018 to exclude August 11
Start Time: 4pm -loading and set up	End Time: 10pm - complete closure and clean up

Briefly describe your proposed event: (Use an additional sheet if necessary.)

Music in the Park is an open air concert with vendors available for food and beverages. This event is held every Thursday evening. Set up begins for the Department at 3pm. Set up for vendors begins at 4pm at which point the traffic on Walnut Street from 15th to Park Drive becomes impeded by the business of the concert. The total area of Washington Park is in use during this event. Bathrooms are placed along the curb adding to the pedestrian/traffic safety issue

Specific location of event:

This event uses the total of Washington park centering around the Walnut street curve from 15th to Park Drive. This curb area is used for vendor parking and restroom placement. The Lions Club pavilion is where the artist for the evening is featured.

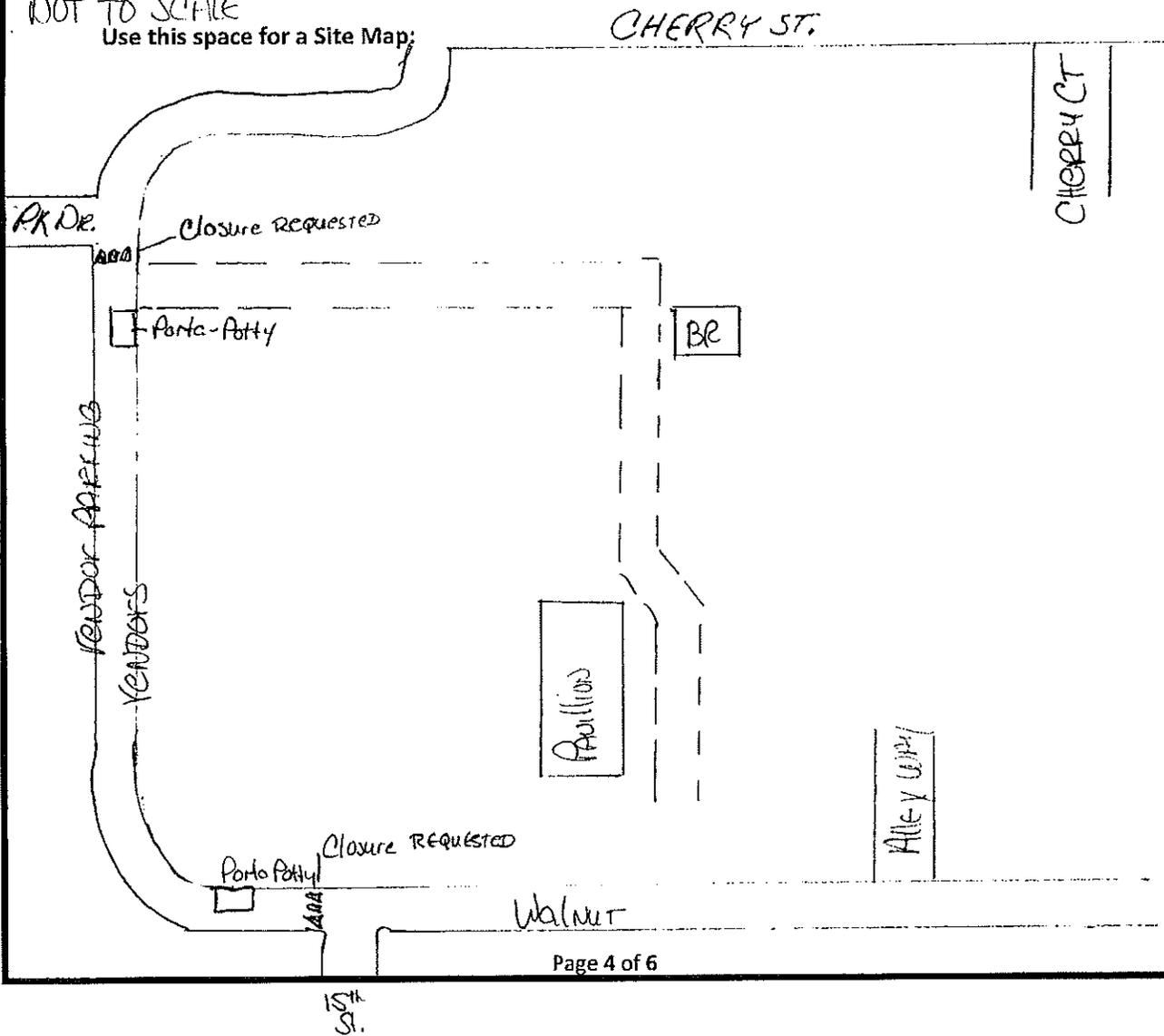
Please attach a daily Schedule of Event(s) tentatively planned for each activity and location, if applicable.

J. Other request for service:

Other Agencies or groups contacted? (If Applicable)

AGENCY OR GROUP	Check Appropriately		AGENCY OR GROUP	Check Appropriately	
	Yes	No		Yes	No
Rawlins-Carbon County Chamber of Commerce		X	Carbon County Commissioners		X
Carbon County Fairgrounds		X	Carbon County Jeffrey Center		X
Carbon County Sheriff's Office		X	Carbon County School District One		X
Rawlins DDA/Main Street		X	Union Pacific Railroad		X
Wyoming Game & Fish		X	WY Department of Transportation		X
Utilities (see below)	List Any Other Businesses , Organizations or Neighbors				
City of Rawlins (Water)	<input type="checkbox"/>	X	Contacted:		
Rocky Mountain Power (Electric)	<input type="checkbox"/>	X			
Source Gas (Natural Gas)	<input type="checkbox"/>	<input checked="" type="checkbox"/>			

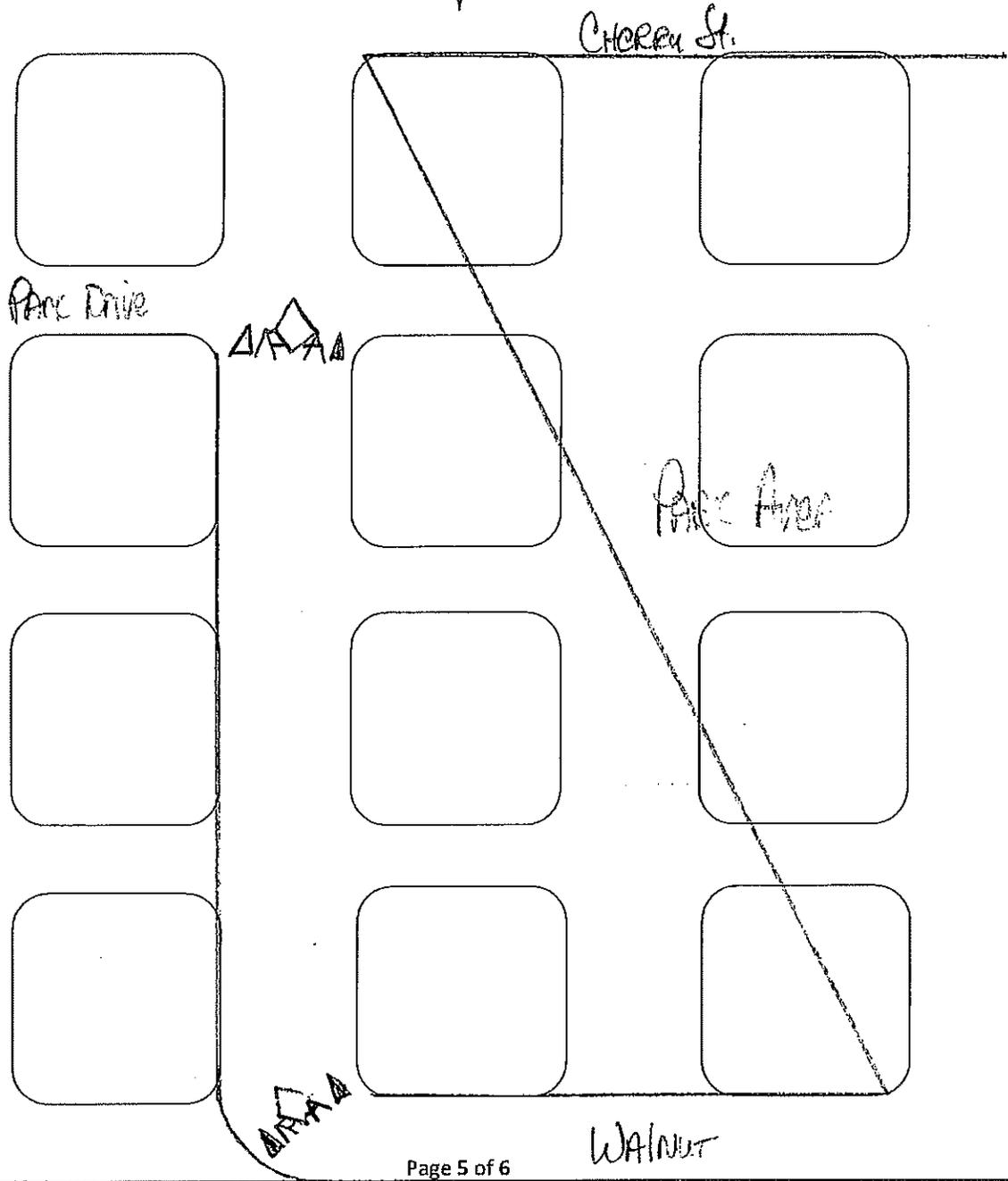
NOT TO SCALE
Use this space for a Site Map:



STREET CLOSURE MAP

Event: MUSIC IN THE PARK	Organization: CITY OF RAWLINS
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Date: 6/23-8/18	Street Closure Time: 4PM	Parade/Event Start Time: 5:30PM
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15th St