



Engineering Department

DATE: June 25, 2024

FROM: Gabe Schell, City Engineer

ITEM: North Central Park Community Event Application

REQUEST:

Permission to close Central Avenue between 8th Street and 9th Street on Tuesday, July 30, 2024, from 6:00 PM to 8:00 PM.

BACKGROUND INFORMATION:

8 80 Cities, Bismarck-Burleigh Public Health, and AARP North Dakota are partnering to host a community event. They plan to pilot a pop-up community street event that transforms the public space into a place for play, programming, neighborly connection, and measured impact. They plan to have activities involving: art, movement, music, engagement stations, and sport/play.

RECOMMENDED CITY COMMISSION ACTION:

Approve a request to close Central Avenue between 8th Street and 9th Street on Tuesday, July 30, 2024, from 6:00 PM to 8:00 PM.

STAFF CONTACT INFORMATION:

Gabe Schell, City Engineer, 701-355-1507, gschell@bismarcknd.gov

ATTACHMENTS:

1. Community Event Application for North Central Park



Application for a Community Event in the Public Right of Way

The City Commission may grant permits for certain types of community events or festivals to take place upon the public streets, sidewalks, squares, avenues, or alleys of the City.

The sponsor of the event or festival shall submit to the City Administration this completed application for a permit at least 45 days prior to the opening of the community event or festival. A completed application will be considered by the City Commission.

Name of Event: Bismarck Neighbourhood Block Party

Event Dates and Times: Tuesday, July 30th 2024, 6 - 8 pm

Requested Street Closure Dates and Times: July 30th 2024, 5 - 8:30 pm

Provide a location map with a layout of any street closures, on street parking utilization, impacts to sidewalks, emergency service access and vendor spaces.

Attached as Site Plan.PDF

Sponsoring Individual/Organization: 8 80 Cities in partnership with Bismarck-Burleigh Public Health and AARP North Dakota

The purpose of the festival or event: **To pilot a replicable and accessible model of pop-up community street events that transform public spaces into places for play, programming, neighborly connection and measured impact.**

The activities that will be held as part of the event: Art, movement, music, engagement stations, sport/play,

Is the festival sponsored by a non-profit community service organization? Yes, 8 80 Cities is a non-profit that sponsors this event through the Livable Communities office of AARP North Dakota.

If no, how does the event or festival constitute a community service? _____



Event Manager/Coordinator Contact Information:

Name: Katie Johnke, Bismarck-Burleigh Public Health

Email Address: kjohnke@bismarcknd.gov

Cell Phone: 701-331-0424

Food Vendors will not be permitted in the public right of way unless they are in good standing with Bismarck-Burleigh Public Health Department – Environmental Health Division.

Final approval is required from Board of City Commissioners.

If approval is granted by the Board of City Commissioners, the applicant will be required to provide:

- Proof of liability insurance. Coverages to be \$2 million per occurrence and \$500,000 per person and add City of Bismarck to the policy as an additional insured with waiver of subrogation.
- Proof of food vendors being licensed and inspected by Bismarck-Burleigh Public Health Department - Environmental Health Division
- If alcohol is being served, a special event liquor permit is required.
- If amplified music is provided, a Noise Variance Permit issued from Bismarck-Burleigh Public Health Department - Environmental Health Division is required.
- Hire a professional signing contractor to install Type III barricades across the entire street width at the ends of the street closure area plus one Road Closed sign for each end of the street closure area.

Failure to meet these requirements may result in revoking the approval.

All questions regarding this application should be directed to the City of Bismarck Traffic Engineer. 701.355.1505



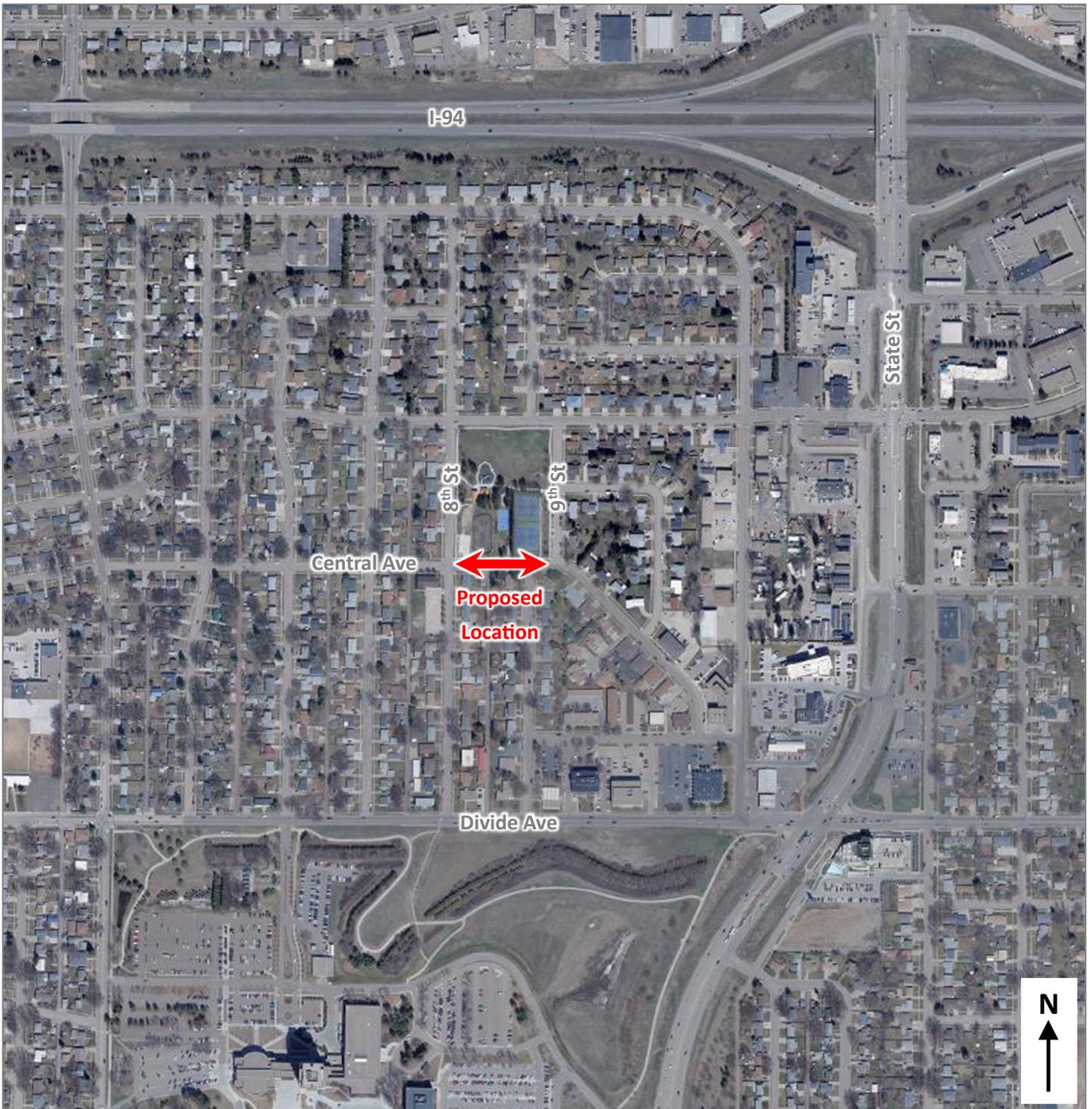
Code of City Ordinance

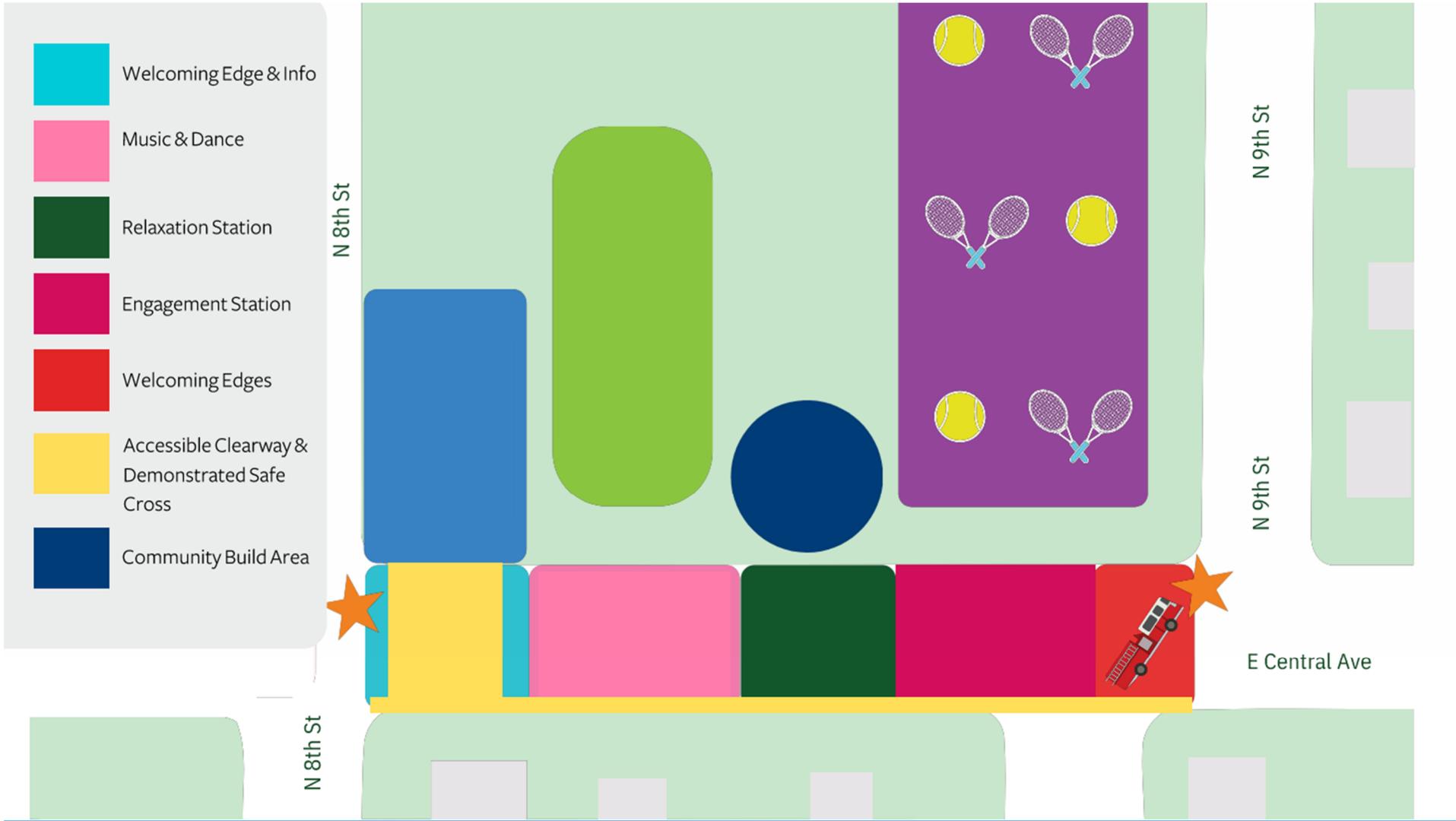
10-05.1-03. Community Events and Festivals. The City Commission may grant permits for certain types of community events or festivals to take place upon the public streets, sidewalks, squares, avenues, or alleys of the City.

1. The sponsor of the event or festival shall submit to City Administration a written application for a permit at least 45 days prior to the opening of the community event or festival for which a permit is desired. The application shall state:
 - a. The time, date and location of the festival or event. The applicant shall include a map of the proposed event showing the layout of booths, stalls or other attractions and including the specific location of any outdoor grilling activities;
 - b. The group, firm or individual by whom the festival or event will be sponsored;
 - c. The purpose of the festival or event;
 - d. The activities that will be held;
 - e. The streets requested to be closed. A drawing showing the requested street closures shall be included with the application.
2. A completed application will be considered by the City Commission.
3. In granting permits for community events and festivals, the City Commission shall consider the following:
 - a. The nature of the event or festival and how it can serve the community and its citizens;
 - b. The time period during which the event or festival will occur;
 - c. The location of the event or festival and whether the location inhibits the safe flow of traffic in the City;
 - d. Whether or not the location(s) proposed for cooking or grilling activities is appropriate considering area residents and businesses;
 - e. Whether the activities would be in compliance with other applicable laws;
 - f. Whether the event or festival is to benefit non-profit community service organizations. Commercial events or festivals which generate profit for the private sector, other than profit incidental to the festival or event which is made by persons other than the sponsor of the festival or event, shall be permitted only if the applicant submits evidence to the review committee that the event or festival constitutes a community service; and
 - g. The general health, safety and welfare of the participants in the event or festival and the citizens of the City.
 - h. The sponsor of the event or festival shall provide all cleaning services necessary to rid the festival area of all debris and litter created as a result of the event or festival.
 - i. The issuance of a permit to a sponsor shall authorize only that sponsor and participants specifically authorized by the sponsor to participate in that community event or festival without the restrictions imposed by this chapter.
 - j. Authorized participants in a community event or festival for which a permit has been issued shall not be required to obtain a city permit required by the provisions of this Chapter for the period during which the community event or festival takes place.



Proposed Street Closure Location – Central Avenue from 8th St to 9th St





Welcoming Edge & Info



Music & Dance



Relaxation Station



Engagement Station



Welcoming Edges



Accessible Clearway &
Demonstrated Safe
Cross



Community Build Area

N 8th St

N 9th St

N 9th St

E Central Ave

N 8th St

CERTIFICATE OF INSURANCE

This certificate is issued as a matter of information only and confers no rights upon the certificate holder and imposes no liability on the insurer.
This certificate does not amend, extend or alter the coverage afforded by the policies below.

INSURED'S FULL NAME AND MAILING ADDRESS 1675764 Ontario Ltd. o/a 8 80 Cities 364-401 Richmond Street West Toronto, ON M5V 3A8	BROKER'S FULL NAME AND MAILING ADDRESS isure insurance inc. 101-7000 Pine Valley Drive Vaughan, ON L4L 4Y8
	BROKER'S CLIENT ID: 018075

COVERAGES

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 terms, exclusions and conditions of such policies. **LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS**

TYPE OF INSURANCE	INSURANCE COMPANY AND POLICY NUMBER	EFFECTIVE DATE (MM/DD/YYYY)	EXPIRY DATE (MM/DD/YYYY)	LIMITS OF LIABILITY (Canadian dollars unless indicated otherwise)	
COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE OR <input checked="" type="checkbox"/> OCCURRENCE <input checked="" type="checkbox"/> PRODUCTS AND/OR COMPLETED OPERATIONS <input checked="" type="checkbox"/> PERSONAL AND ADVERTISING INJURY <input checked="" type="checkbox"/> CROSS LIABILITY <input checked="" type="checkbox"/> TENANTS LIABILITY <input checked="" type="checkbox"/> NON-OWNED AUTOMOBILES <input checked="" type="checkbox"/> HIRED AUTOMOBILES <input checked="" type="checkbox"/> EMPLOYERS LIABILITY	Burns & Willcox Canada(Certain Underwriters at Lloyd's of London) PSM0739707693	Jul 15 2023	Jul 15 2024	EACH OCCURRENCE	\$ 5,000,000
				GENERAL AGGREGATE	\$
				PRODUCTS-COMP/OP AGG	\$ 5,000,000
				PERSONAL INJURY	\$ 5,000,000
				TENANTS LEGAL LIABILITY	\$ 500,000
				MED EXP (Any one person)	\$ 5,000
				NON-OWNED AUTO	\$ 5,000,000
				INCLUDED	\$ 5,000,000
AUTOMOBILE LIABILITY <input type="checkbox"/> DESCRIBED AUTOMOBILES <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> LEASED AUTOMOBILES <input type="checkbox"/> <input type="checkbox"/> ** ALL LEASED IN EXCESS OF 30 DAYS WHERE THE INSURED IS REQUIRED TO PROVIDE INSURANCE				BODILY INJURY AND PROPERTY DAMAGE COMBINED	\$
				BODILY INJURY (Per Person)	\$
				BODILY INJURY (Per Accident)	\$
				PROPERTY DAMAGE	\$
OTHER LIABILITY <input checked="" type="checkbox"/> ERRORS & OMISSIONS <input type="checkbox"/> OTHER THAN UMBRELLA FORM (specify) _____	Burns & Willcox Canada(Certain Underwriters at Lloyd's of London) PSM0739707693	Jul 15 2023	Jul 15 2024	EACH OCCURRENCE	\$ 2,000,000
				AGGREGATE	\$
DIRECTORS & OFFICERS <input checked="" type="checkbox"/> DIRECTORS & OFFICERS LIABILITY <input type="checkbox"/> <input type="checkbox"/> _____	Great American Insurance Group. Policy CD04865030	Jul 15 2023	Jul 15 2024	LIMIT	\$ 2,000,000

ADDITIONAL INSURED NAME AND MAILING ADDRESS AARP 830 E Central Ave Bismarck, ND 58501, United States	DESCRIPTION OF OPERATIONS/LOCATIONS/AUTOMOBILES/SPECIAL ITEMS Operations usual to the Named Insured.
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CERTIFICATE HOLDER - NAME AND MAILING ADDRESS AARP 830 E Central Ave Bismarck, ND 58501, United States	CANCELLATION Should any of the above policies be cancelled before the expiration date thereof, the issuing company will endeavour to mail 30 days written notice to the certificate holder named on the left, but failure to mail such notice shall impose no obligation or liability of any kind upon the company, its agents or representatives.
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SIGNATURE OF AUTHORIZED REPRESENTATIVE: <i>Jaskirat Parmar</i>	PRINT NAME: Jaskirat Parmar , RIB(Ont)
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FAX NUMBER: 905-264-8995	EMAIL ADDRESS: jaskirat@isure.ca	COMPANY: Burns & Willcox Canada (Certain Underwriters at Lloyd's of London), Great American Ins.	DATE: April 17, 2024
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June 3, 2024

Katie Johnke
407 S 26th St
Bismarck ND 58504

RE: Special Permit for Relief from Noise Level Designations

Dear Katie Johnke

The letter serves as your special permit for relief from noise level designations as specified in Section 8-10-04 of the Code of Ordinances of the City of Bismarck for the following:

ACTIVITY: Live Music
LOCATION: North Central Park (830 E Central Ave, Bismarck)
DATES/TIMES: July 30, 2024 from approximately 6:00pm – 8:00pm CST
CONDITIONS: None at this time.

Be advised that the Environmental Health Division and/or the Bismarck Police Department reserve the right to revoke this permit at any time or revise the requirements to minimize the adverse effects upon the city or the surrounding neighborhood. Please call me at 701-355-3401 if you have any questions.

Sincerely,

Anton Sattler

Anton Sattler, Administrator
Environmental Health Division

cc via email: Bismarck Police & Fire Department

