ORDINANCE NO. 2019 - 38

AN ORDINANCE AUTHORIZING THE CITY MANAGER OR HIS DESIGNEE TO APPROVE A NEW SPECIAL EVENT APPLICATION FROM KENT STATE UNIVERSITY OFFICE OF ALUMNI RELATIONS KNOWN AS “FLASHES FOREVER” TO BE HELD ON WEDNESDAY, MAY 8 2019, AND THE TEMPORARY CLOSURE OF NORTH WATER STREET, BETWEEN MAIN AND COLUMBUS STREETS, AND DECLARING AN EMERGENCY.

WHEREAS, the Flashes Forever is an event to celebrate senior graduation in May 2019 and provide resources and connections for students as they transition into alumni status; and

WHEREAS, the organizers would like to temporarily close North Water Street, between Main and Columbus Streets beginning at 4 p.m. on Wednesday, May 8th and continue until 10 p.m. that evening;

WHEREAS, the Kent City Council consents to authorizing the City Manager or his designee to sign the Special Event Application as long as he is comfortable and believes the safety and security of the City’s citizens will not be adversely affected; and

WHEREAS, the time is of the essence as the event is scheduled for May 8, 2019.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Kent, Portage County, Ohio, at least three-fourths (3/4) of all members elected thereto concurring:

SECTION 1. That the Kent City Council authorizes the City Manager or his designee to execute the Special Event Application from the Kent State University Office of Alumni Relations in substantial conformance with the Special Event Application attached hereto as Exhibit “A”, as long as the City Manager or his designee believes the safety and security of Kent’s citizens are adequately projected.

SECTION 2. That it is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council and that all deliberations of this Council, and of any of its committees that resulted in such formal action, were in meetings open to the public in compliance with all legal requirements of Section 121.22 of the Ohio Revised Code.

SECTION 3. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, and welfare of the residents of this City, for which reason and other reasons manifest to this Council this Ordinance is hereby declared to be an emergency measure and shall take effect and be in force immediately after passage.

PASSED: April 17, 2019
Date

Jerry T. Fiala
Mayor and President of Council

EFFECTIVE: April 17, 2019
Date

ATTEST: Dawn Bishop
Interim Clerk of Council

I, DAWN BISHOP, INTERIM CLERK OF COUNCIL FOR THE CITY OF KENT, COUNTY OF PORTAGE, AND STATE OF OHIO, AND IN WHOSE CUSTODY THE ORIGINAL FILES AND RECORDS OF SAID COUNCIL ARE REQUIRED TO BE KEPT BY THE LAWS OF THE STATE OF OHIO, HEREBY CERTIFY THAT THE FOREGOING IS A TRUE AND EXACT COPY OF ORDINANCE No. ____________, ADOPTED BY THE COUNCIL OF THE CITY OF KENT ON ____________________, 20 ______.

(SEAL)

________________________
DAWN BISHOP
INTERIM CLERK OF COUNCIL
To: Dave Ruller, City Manager

From: Harrison Wicks, Assistant to the City Manager

Date: March 27, 2019

RE: New Special Event Application – Flashes Forever

The City Manager’s Office has received a special event application for a new event known as Flashes Forever and requires council approval. This event will take place Wednesday, May 8th from 6-8pm on North Water Street, between Main Street and Columbus Street. Hometown Bank Plaza will also be included in the event activities.

The event will temporarily close North Water Street, between Main and Columbus Streets beginning at 4pm on Wednesday, May 8th and continue until 10pm that evening.

The Flashes Forever event is hosted by the Kent State University Office of Alumni Relations to celebrate senior graduation in May 2019 and provide resources and connections for students as they transition into alumni status.

The event will include outdoor games and activities, food vendors, and live music. The KSU Office of Alumni Relations event organizers are pursuing a liquor permit from the State of Ohio Department of Commerce, Division of Liquor Control to allow alcohol in Hometown Bank Plaza. If approved, alcohol will be limited to Hometown Bank Plaza only and will include barricades with monitored entrances to ensure compliance set by the Division of Liquor Control. No alcohol will be allowed on North Water Street.

Please let me know if you have any questions concerning the attached materials or if you need any additional information.

Thank you.

cc: Dawn Bishop, Interim Clerk of Council
APPLICATION FOR SPECIAL EVENT
PARADES, FESTIVALS, CARNALS, PUBLIC ASSEMBLIES,
ETC. City of Kent, 301 S. Depeyster Street, Kent, OH 44240

NAME OF EVENT Flashs Forever

ORGANIZATION SPONSORING EVENT Kent State University Alumni Relations

APPLICANT NAME Dennis Watson PHONE 330-672-3048

ADDRESS 350 S. Lincoln St., Kent, OH 44242

NAMES AND PHONE NUMBERS OF ALL PERSONS WHO ARE IN CHARGE AND/OR WILL BE IN A RESPONSIBLE POSITION DURING THE EVENT:

Dennis Watson - 330-502-3084

DATE OF EVENT Wed. May 8, 2019 NO. OF PARTICIPANTS 500

REQUESTED PERMIT TIME: Start Set up 4:00 pm Start Event 6:00 pm

End Event 8:00 pm End Cleanup 10:00 pm

IF PARADE: STARTING POINT N/A ENDING POINT N/A

USE OF CITY WATER NEEDED? NO

USE OF CITY ELECTRIC NEEDED? YES - For lights & games

In addition to the application please submit the following information:

- Attach map to application showing proposed streets to be blocked off for event, and route of parade or race. (May be hand drawn.)
- Proof of insurance is required before permit can be issued.
- Please attach list of possible vendors/booths to be part of event (food, retail, etc.).

Please submit application for permit at least 30 days in advance, but no sooner than one year in advance. For additional requirements please review Chapter 316 of The Codified Ordinance of the City of Kent. Please be advised that the use of marking paint on City pavement, curbs, sidewalks or other property is prohibited except if purchased at cost from Service Department (330-678-8105).

By signing this application, I am certifying that I have received a copy of the rules and regulations of Chapter 316 of the Codified Ordinances of the City of Kent, and I fully understand that should the permit be approved, it can be revoked if any of the provisions of this Chapter are violated.

Dennis Watson

Name of Applicant Signature of Applicant

Office Use. Do not write below this line. Sent to:

Safety, Service, Fire, Police, and Health Departments for review and approval via email on 3/12/19

MEMORANDUM AGREEMENT YES NO APPLICATION APPROVED APPLICATION DISAPPROVED

PROOF OF INSURANCE REQUIRED BY ORDINANCE 316.04 HAS BEEN REVIEWED AND APPROVED.

Dave Kitter 3/13/19

Law Director Date

IF APPLICATION IS APPROVED, PERMIT WILL BE ISSUED BY THE CITY MANAGER.
CERTIFICATE OF LIABILITY INSURANCE

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFER 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 rights to the certificate holder in lieu of such endorsement(s).

PRODUCER:
Marsh USA Inc.
200 Public Square
Suite 3700
Cleveland, OH 44114

18875-Kent-St-PRM-18-19

INSURED:
Kent State University
Attn: Elaine Ramhoff
310 Hartcourt Hall, 515 Loop Rd.
Kent, OH 44242-0001

CONTACT:
NAME: [name]
PHONE: [phone]
FAX: [fax]
EMAIL: [email]
ADDRESS: [address]

INSURER(S) AFFORDING COVERAGE
NAIC #

INSURER A: IUC-I.C Insurance Consortium
NAIC: [naic]

INSURER B: N/A
NAIC: [naic]

INSURER C: N/A
NAIC: [naic]

INSURER D: [insurer]
NAIC: [naic]

INSURER E: [insurer]
NAIC: [naic]

COVERAGES

CERTIFICATE NUMBER: CLE-005422961-20
REVISION NUMBER: 2

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.

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<td>COMMERICAL GENERAL LIABILITY</td>
<td>EACH OCCURRENCE $5,000,000</td>
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<td>DAMAGE TO RENTED PREMISES (Ex. occurrence) $100,000</td>
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<td>MED EXP (Any one person) NOT COVERED</td>
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<td>GENERAL AGGREGATE $5,000,000</td>
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<td>PRODUCTS - COMPOUND AGG $5,000,000</td>
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<td>PROPERTY DAMAGE $50,000</td>
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<td>EACH OCCURRENCE</td>
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<td>AGGREGATE</td>
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DED RETENTION $5

WORKERS COMPENSATION AND EMPLOYERS LIABILITY ANY PROPRIETOR/EXECUTIVE OFFICER/MEMBER/EMPLOYEE (Mandatory in NH) Y/N [N/A]

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 161, Additional Remarks Schedule, may be attached if more space is required)
City of Kent is named as an additional insured for any events sponsored and/or approved by Kent State University.

CERTIFICATE HOLDER

CITY OF KENT
LAW OFFICE
319 S WATER ST
PO BOX 5102
KENT, OH 44240

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 of Marsh USA Inc.
Michael R. Jackisch

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Flashes Forever

Wednesday, May 8

Downtown Kent (N. Water St from Columbus St to Main St)

List of possible vendors:

1. Roll Call Burgers & Fries food truck
2. Cleveland Cookie Dough truck
3. Donut Lab food truck
4. Shaved Ice truck
5. Madcap Brewery van
6. Adam Pate & Mugshots- caricature Artists
7. DJ Jeff Tritt
8. Other game/outdoor vendors
Petition to Businesses: Flashes Forever May 8, 2019 Road Closure

After hosting our signature senior celebration last year in the Hometown Bank Plaza, the Kent State University Alumni Association is throwing a much bigger party for our graduating seniors on Wednesday, May 8, 2019. With the strong interest from our graduating seniors, we have outgrown the space and need to incorporate the streets for the celebration. There will be more food vendors and activities for our seniors as we send them off to become successful alumni.

We realize this may inconvenience some of the businesses on the street; however, we feel that it is necessary to ensure a successful event for the graduating seniors.

We are asking all business owners to sign the petition in approval of the proposed road closure. This petition will be presented to the City Council for approval before moving forward with the event planning. Thank you very much for your cooperation.

Dennis Watson
Assistant Director of Outreach
Kent State University Alumni Relations
Petition to Businesses: Flashes Forever May 8, 2019 Road Closure

I support the proposed road closure for the Flashes Forever event on Wednesday, May 8. The event will run from 6:00 pm to 8:00 pm, the road closure will be in effect from 4:00 pm to 10 pm.

<table>
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<tr>
<th>Business Name</th>
<th>Contact Signature</th>
<th>Phone #</th>
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<tr>
<td>Grazers</td>
<td>Stacey Lasher</td>
<td>330.968.6612</td>
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<tr>
<td>Homestown Bank</td>
<td>Stacey Lasher</td>
<td>330.673.9827</td>
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<tr>
<td>Pennington's Scholarship</td>
<td>Cheryl O'Brien</td>
<td>330.687.3209</td>
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<tr>
<td>Huntington Bank</td>
<td>Cheryl O'Brien</td>
<td>330.677.7864</td>
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