
R2019-025 : RESOLUTION GRANTING A SPECIAL EVENT PERMIT TO THE OCEANFRONT MERCHANTS ASSOCIATION FOR “HOT SUMMER NIGHTS” FROM JUNE 10, 2019 - SEPTEMBER 3, 2019, AND AFFIRMING THE CITY’S CO-SPONSORSHIP.

Applicant/Purpose: Oceanfront Merchants Association/to approve “Hot Summer Nights” and to confirm City co-sponsorship.

Brief:

- 2019 is the eighth year for this event.
- Proposed resolution authorizes approval of this event for June 10, 2019 - September 03, 2019, Monday through Sunday, from 4:00 p.m. and 11:00 p.m.
- Activities will include a DJ, bands, balloon artist, stilt walkers, photo booth and two bounce houses.
- The event will provide a variety of activities in the downtown area during the summer months.

Issues:

- Proposed resolution:
 - Affirms City’s co-sponsorship, & agrees for the City to provide the following in-kind services:
 - Advertisement.
 - Waive fees for rental and cleaning of Plyler Park.
 - Extends invitation/welcome to residents & visitors to enjoy the event.

Public Notification: Normal meeting notification.

Alternatives: Deny proposed resolution.

Financial Impact:

- Cost of in-kind services is \$29,575.00 (84 days, Plyler Park rental only)

Special Events Committee Recommendation:

- Unanimous Approval

Manager’s Recommendation:

- Approval

Attachment(s): Proposed resolution, special event application, security and site plan.

CITY OF MYRTLE BEACH
COUNTY OF HORRY
STATE OF SOUTH CAROLINA

RESOLUTION GRANTING A SPECIAL EVENT
PERMIT TO THE OCEANFRONT MERCHANTS
ASSOCIATION FOR "HOT SUMMER NIGHTS"
FROM JUNE 10, 2019 - SEPTEMBER 3, 2019,
AND AFFIRMING THE CITY'S CO-
SPONSORSHIP.

WHEREAS, the Oceanfront Merchants Association is planning "Hot Summer Nights" event for June 10, 2019 - September 3, 2019, at Plyler Park and The Oceanfront Boardwalk Monday thru Sunday 4:00pm - 11pm; and

WHEREAS, this event is planned to be at Plyler Park and The Oceanfront Boardwalk as indicated in the attached site plan; and

WHEREAS, the event will feature a DJ, bands, balloon artist, stilt walkers, photo booth and two bounce houses; and

WHEREAS, the goal of this event is to provide a variety of activities in the downtown area during the summer months.

NOW, THEREFORE, BE IT RESOLVED that:

1. City Council hereby declares the Oceanfront Merchants Association "Hot Summer Nights" a Special Event to be held June 10, 2019 - September 3, 2019, under the conditions of participation as set forth in Attachment A, along with any minor changes the City Manager authorizes in keeping with the nature of the event and as circumstances dictate.
2. Pursuant to Section 802.e of the Zoning Ordinance, between June 10, 2019 and September 3, 2019, area businesses are authorized to display temporary signs to welcome event participants.
3. City Council affirms its Co-Sponsorship of the event, and agrees to provide advertisement and waive the rental fees for Plyler Park.
4. City Council extends a warm invitation and welcome to area residents and out-of-town visitors to enjoy "Hot Summer Nights" from June 10, 2019 - September 3, 2019.

SIGNED, SEALED and DATED, this 14th day of May, 2019.

BRENDA BETHUNE, MAYOR

ATTEST:

JENNIFER STANFORD, CITY CLERK

APPLICATION FOR SPECIAL EVENTS PERMIT

Within the City of Myrtle Beach, SC

(Please print legibly or type)

(Must be submitted 90 days prior to the event)

1. Name of Activity/Event: HOT SUMMER NIGHTS

2. Type and Purpose of Event: To activate Piyler Park, entertain guests and increase visitors to the Boardwalk & Boulevard.

3. Location of Event: Piyler Park and Myrtle Beach Oceanfront Boardwalk

4. Organization: The Oceanfront Merchants Association

5. Applicant: Jan Connell

6. Jan Connell Michelle Kerscher

Primary contact person

Alternate contact person's name

PO Box 3879

916 N Ocean Boulevard

Myrtle Beach, SC 29578

Myrtle Beach, SC 29577

Primary address

Alternate address

843-251-6008

mikerscher8@gmail.com

Primary telephone/fax number

Alternate telephone/fax number

myrtlebeachdowntown@gmail.com

843-600-6012

Primary email address

Alternate email address

7. Date(s) of event: Mon June 10-Mon Sept 2, 2019 Hours of operation: 4pm-11pm

8. Date of set-up: Mon June 10, 2019 Take Down Completed By: Wed Sept 4, 2019

9. Expected attendance: 500-1,500 per night

10. Charitable Benefactor (if applicable): NA

Is group a non-profit organization: ☒ Yes ☐ No If yes, attach copy of 501 IRS letter.

If no, what portion of proceeds will go to charitable organizations: No proceeds- free admission

11. How will you publicize the event?

Social Media, Print, Radio and TV

12. Are public funds being used? ☐ Yes ☒ No

13. Does the applicant intend to gate the event and charge an admission fee: ☐ Yes ☒ No

If so, please detail the amount of the fee and describe as to how the event will be gated:

14. Entertainment Description (show on site plan): Glitter tattoos, balloon twisters, stilt walkers, DJ, Bands,

Karaoke, Games w/ prizes

Glitter tattoos & costume characters start at 4pm

Speakers/microphone needed: ☐ Yes ☐ No Electrical hook-ups needed: ☒ Yes ☐ No

15. Is a fireworks display planned in conjunction with this event? ☐ Yes ☒ No

Fireworks displays require a SC State Permit obtained by a SC Licensed Pyrotechnician.

16. To what extent has the applicant communicated with adjacent property owners, and what responses have been received? Businesses are aware and supportive of this event.

Stagelap, 2 flag banners One at each front corner of the stage.

19. Alcohol:

List the exact locations and times for alcohol sales:

If yes, describe in detail on a separate sheet the number of vendors involved, specify the goods or services being vended and indicate whether the vendors are specifically contracted or regularly

licensed. Please indicate exact location of vendors on the site plan.

22. FOOD SERVICE:

Will food be prepared at this event? ☐ Yes ☒ No

If yes, describe in detail on a separate sheet how the food will be prepared, type and location of cooking appliances and type of fuel to be used for cooking.

Will food trucks be present at this event ☐ Yes ☒ No

If yes, Mobile Food Units must meet the requirements of the following safety codes: the International Fire Code (IFC); National Fire Protection Association's NFPA 58 (Liquefied Petroleum Gas Code), NFPA 70 (National Electric Code), and NFPA 96 (Standard for Ventilation Control and Fire Protection of Commercial Cooking Operations); and the Code of Federal Regulations 49 CFR 180.205(d) (General requirements for requalification of specification cylinders) and 49 CFR 180.209 (Requirements for requalification of specification cylinders). The Fire Marshal's office will be responsible for inspections.

23. Prior Events:

Is this a first time event? ☐ Yes ☒ No

Has this event occurred five (5) or more times in the preceding years? ☒ Yes ☐ No

If so, please list the years: 2014, 2015, 2016, 2017, 2018

24. Emergency Medical Services:

An approved EMS plan is required to receive a permit for the event.

Please attach appropriate documentation (attach additional pages as necessary).

(Call City of Myrtle Beach Fire Department at 918-1109 for questions.)

25. Security Plan:

(Call City of Myrtle Beach Police Department at 918-1366 for

questions.) Has the Police Department approved a security plan? ☐

Yes ☐ No ☒ Detail your security plans during event. (attach additional pages as necessary). (The plan shall specify

- a. The number of POST-certified off-duty law enforcement personnel and private security guards which the applicant plans to hire – where the number of off-duty law enforcement personnel shall be the same or more than the number of private security guards.
- b. The arrangements the applicant has made for hiring them.
- c. Details of the plan for payment.

If no, you must engage qualified security consultants to provide the Police Department with a security plan for approval. A security plan must be approved in order to receive a permit for this event.

If yes, please attach appropriate documentation.

26. Cleanup of Event Area:

Detail your plan to keep site and adjacent public and private property free of trash and debris generated by this activity:

The trash receptacles in place will be adequate.

If using a private sanitation company, give name, contact person and telephone number: _____

Will additional trash receptacles need to be placed in the event area? ☐ Yes ☒ No If Yes, please contact the City of Myrtle Beach Solid Waste Division (843-918-2160), and they will assist in determining the number of receptacles needed as well as the cost for providing the additional service. If this service is used, payment is due five (5) days before the event.

27. Street Closings:

(Please attach documents from SCDOT and/or City of Myrtle Beach authorizing this closure.)

Streets to be closed: NA

Day/Dates: _____

Closing Time: _____

Opening Time: _____

28. Insurance: (Certificate of Insurance to be sent to City of Myrtle Beach Risk Department; for questions call 918-1007.)

- 1) Coverage shall be written on an occurrence basis and provide Premises/Operations; Independent Contractors; Products/Completed Operations; Contractual and Broad Form Property Damage.
- 2) Minimum Limits of Liability will be \$1,000,000 combined single limit per occurrence for bodily injury and property damage.
- 3) The City of Myrtle Beach shall be named as "additional insured" and the policy endorsed to require that the City be provided thirty (30) days written notice of coverage modification or cancellation.
- 4) A certificate of insurance will be provided to the City ten (10) days prior to the beginning date of the event permitted herein.
- 5) Additional limits or coverages may be required by the Risk Manager to address specific special or unusual hazards.

29. Special Requirements:

Are there any special or unusual requirements that may be imposed or created by virtue of the proposed event activity? ☐ Yes ☒ No

If Yes, please explain: _____

**SITE
PLAN**

(The site plan must accompany your Special Event application or the application will be considered incomplete and returned to the applicant.)

Site Plan Size Requirement:

The City may be able to provide a base map of the area upon request. Must be presented on 8 1/2" x 11" letter size paper

Site Plan must include the following:

- 1) Location and number of all structures with respect to the existing buildings, property lines, roads and walkways, to include
 - ☐ Tents/detail description of size/state if tent is fully or partially enclosed/number of tents; Indicate activity in each tent.
 - ☐ Grandstands/size/capacity
 - ☐ Stage – include electrical hook-ups and engineer certification
 - ☐ All electrical hook-ups/generators
 - ☐ All speakers/hook-ups
 - ☐ Vendor booths, size and description of goods sold
 - ☐ Refreshment stands

- ☐ Restroom accommodations (include number of handicap accessible); please advise if you will require a source of potable water.
- ☐ Tables
- ☐ Trash and recycling receptacles
- ☐ Signs with size indicated (must identify all signs visible from public roadway)
- ☐ Parking areas/include handicap spaces available and number
- ☐ Vehicle/trailer locations
- ☐ Perimeter fencing, barricades, barriers, and all entry/exit points.

Additional applications/licenses or permits required:

- 1) Tent permit from City Construction Services Department (843-918-1111).
- 2) Business licenses from City Business Office for all vendors (843-918-1151). (The business license form is also available on the City website.
- 3) Liquor license and/or beer/wine license from the State of South Carolina.
- 4) Street closure permits from SCDOT and/or the City of Myrtle Beach.

REVIEW YOUR APPLICATION PRIOR TO SUBMITTAL !!

Please fill out the application completely. All applications are considered new and "same as last year" is not an appropriate answer. A complete application includes the required site plan of the correct size and security plans described herein.

By my signature below, I certify that I have actual authority to make this application, and to bind the organization, if any, sponsoring the event, and that I, or the organization, will be financially responsible for any costs or fees that may be imposed for the Event.

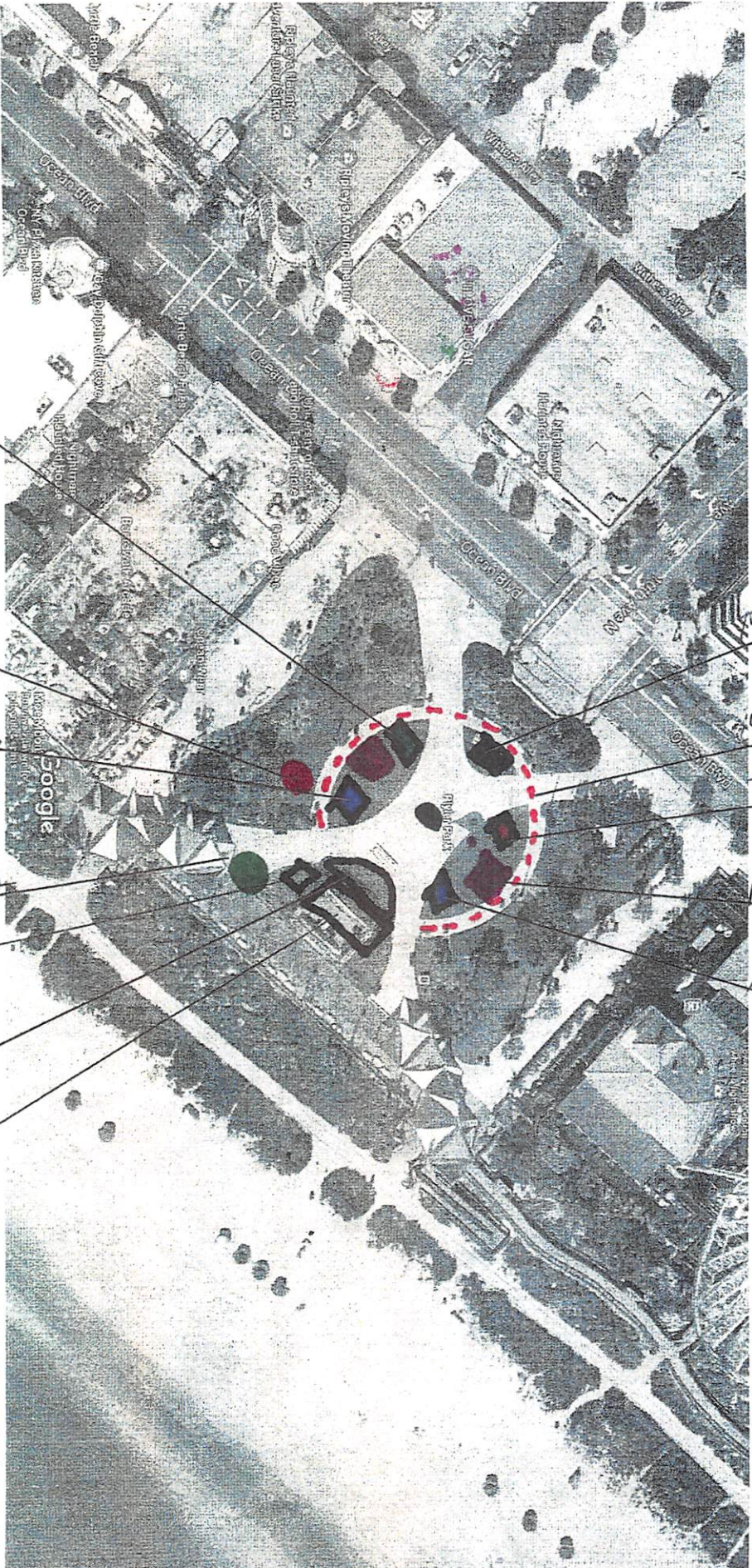
Date Submitted: 1/15/2019 Signature of Applicant: 



OCEANFRONT MERCHANTS ASSOCIATION
2019 HOT SUMMER NIGHTS
Plyler Park and The Myrtle Beach Boardwalk
TIMED SUMMARY


Hot Summer Nights begins on Monday June 10th and ends Tuesday September 3rd. Seven nights per week, 4pm until 11pm – Stage entertainment begins at 8pm. Lots of music, games and prizes.

- MONDAY-** Stilt walkers, balloon twisters and glitter tattoos, caricature artist, photo booth, hair wraps, tie dye t-shirts, oyster pull/pearl necklace, 2-10 by 10 bounce houses. Chamber is placing a revenue generating tent behind the stage.
STAGE: DJ-Glow Kids Party
- TUESDAY-** Balloon twisters, glitter tattoos, caricature artist, photo booth, hair wraps, tie dye t-shirts, oyster pull/pearl necklace, 2-10 by 10 bounce houses. Chamber is placing a revenue generating tent behind the stage.
STAGE: Pirates and Princesses
- WEDNESDAY-** Stilt walkers, balloon twisters and glitter tattoos, caricature artist, photo booth, hair wraps, tie dye t-shirts, oyster pull/pearl necklace, 2-10 by 10 bounce houses. Chamber is placing a revenue generating tent behind the stage.
STAGE: Concert Bash At The Beach
FIREWORKS: 10:15pm-10:30pm
- THURSDAY-** Balloon twisters, glitter tattoos, caricature artist, photo booth, hair wraps, tie dye t-shirts, oyster pull/pearl necklace, 2-10 by 10 bounce houses. Chamber is placing a revenue generating tent behind the stage.
STAGE: Live Band Performance
- FRIDAY-** Balloon twisters, glitter tattoos, caricature artist, photo booth, hair wraps, tie dye t-shirts, oyster pull/pearl necklace, 2-10 by 10 bounce houses. Chamber is placing a revenue generating tent behind the stage.
STAGE: Karaoke
- SATURDAY-** Stilt walkers, balloon twisters and glitter tattoos, caricature artist, photo booth hair wraps, tie dye t-shirts, oyster pull/pearl necklace, 2-10 by 10 bounce houses. Chamber is placing a revenue generating tent behind the stage.
STAGE: Boardwalk Tropical Show
- SUNDAY-** Balloon Twisters, glitter tattoos, caricature artist, photo booth, hair wraps, tie dye t-shirts, oyster pull/pearl necklace, 2-10 by 10 bounce houses. Chamber is placing a revenue generating tent behind the stage.
STAGE: Family Game Night
-



    
Stage, Statue, Band Tent, Chamber Tent, 10 by 10 Tents


 Stilt Walkers


 2 – Bounces Houses (aprox 10 by 10 each)

 Caricature Artist

 Photo Booth

 Glitter Tattoos & Balloon Twisters (10 by 10 tent)

 Hair Wraps (10 by 10 tent)

 Tie Dye T-Shirts (10 by 10 tent)

 Oyster Pull/ Pearl Necklace (10 by 10 tent)z

* 5 – 10 by 10 tents



City of Myrtle Beach

974 Crabtree Lane
Myrtle Beach, SC 29577
phone: 843-918-2332 fax: 843-918-2340
email: chriswiggins@cityofmyrtlebeach.com

Invoice No.

INVOICE

Customer

Name Oceanfront Merchants Association / Jan Connell
Address PO Box 3879
City Myrtle Beach State SC ZIP 29578
Phone 843-251-8008

Date 5/8/2019
Order No.
Rep
FOB

Qty	Description	Unit Price	TOTAL
84	Plyler Park (Jun.10 - Sept. 3) Hot Summer Nights	\$250.00	\$21,000.00
1	Inspection fee-non refundable	\$50.00	\$50.00
84	Maintenance fee non-refundable (50 or more people)	\$100.00	\$8,400.00
1	load-out (Sept. 4)	\$125.00	\$125.00
0		\$0.00	\$0.00
0		\$0.00	\$0.00
0		\$0.00	\$0.00
0		\$0.00	\$0.00
0		\$0.00	\$0.00
0		\$0.00	\$0.00
0		\$0.00	\$0.00
0		\$0.00	\$0.00

Payment Details

- ☐ Cash
☐ Check
☐ Credit Cards ---- please
call 843-918-2332

Checks should be made payable
to : The City of Myrtle Beach

SubTotal \$29,575.00
Deposit paid

TOTAL DUE \$29,575.00

Office Use Only () Deposit was
received on . CK # .

Please cancel by 90 days prior to event or you forfeit all paid fees.

Payment should be made to : City of Myrtle Beach, Attn: Chris Wiggins
/ 974 Crabtree Lane / Myrtle Beach / SC / 29577