



CITY OF ALBUQUERQUE

SPECIAL EVENT PERMIT

P.O. Box 1293
 Albuquerque, NM 87103
 Permitted by Mike Trissell 505-259-9666

EVENT SUMMARY: Special Event Permit No: 2018/04/23 13:37:44.894416 US,
EVENT NAME: Highland Hornet Marching Band's March-a-thon
START DATE & TIME: 8/25/2018 8:00 **END DATE & TIME:** 8/25/2018 14:00
EVENT ATTENDANCE:
ANY ONE TIME: 100-150 **OVERALL:** 400-500

ORGANIZATION: Highland High School Marching Band
APPLICANT NAME: Richard MIKE Goodrich
APPLICANT ADDRESS: Ridgecrest park to Hyder park area, SE
APPLICANT PHONE: 505-205-2492 505-205-2492

DEPARTMENT APPROVALS

Albuquerque Fire (Fire Marshal's Office)	<input type="checkbox"/>	Parks and Recreation (Open Space)	<input checked="" type="checkbox"/>
Albuquerque Fire (Emergency Medical)	<input type="checkbox"/>	Open Space Special Use Agreement	<input type="checkbox"/>
Albuquerque Police (Chief's Overtime)	<input checked="" type="checkbox"/>	Municipal Development	<input checked="" type="checkbox"/>
Albuquerque Police (Traffic)	<input checked="" type="checkbox"/>	Transit	<input checked="" type="checkbox"/>
Planning (Code Enforcement/Zoning)	<input type="checkbox"/>	Environmental Health (Food)	<input type="checkbox"/>
Planning (Code Enforcement/Treasury)	<input type="checkbox"/>	Environmental Health (Noise)	<input type="checkbox"/>
Solid Waste	<input type="checkbox"/>	Parks and Recreation	<input checked="" type="checkbox"/>

Supporting Documents:

Traffic Control Plans (TCP)	<input checked="" type="checkbox"/>	Business Registration	<input type="checkbox"/>
Route	<input checked="" type="checkbox"/>	Food Permit, Environmental Health	<input type="checkbox"/>
Tent Permit, Fire Marshal	<input type="checkbox"/>	Noise Permit, Environmental Health	<input type="checkbox"/>
Tent Permit, Zoning	<input type="checkbox"/>	Central Closure Form	<input type="checkbox"/>
Emergency Medical Packet	<input type="checkbox"/>	Insurance Policy	<input checked="" type="checkbox"/>
Outdoor Assembly Permit, Fire Marshal	<input type="checkbox"/>	Park Use Agreement	<input checked="" type="checkbox"/>

POST IN A CONSPICUOUS PLACE DURING EVENT HOURS
Cultural Services Department (505) 768-3556

"THE SPECIAL EVENT PERMIT IS ONLY VALID IF IT IS APPROVED BY ALL OF THE CITY OF ALBUQUERQUE DEPARTMENTS. SPECIFICALLY IDENTIFIED ABOVE, AND THE DEPARTMENTS APPROVALS SHALL BE IN PLACE PRIOR TO COMMENCING THE SPECIAL EVENT."
 ASSOCIATED ATTACHMENTS SHALL BE PROVIDED BY THE EVENT ORGANIZER UPON REQUEST



RFD:4/27/18

Prelim:4/27/18

City of Albuquerque

SPECIAL EVENTS PERMIT SUMMARY/APPLICATION

Date of Submission: 2018/04/23 13:37:44.894416 US/Mountain

EVENT SUMMARY

Name of Event:	Highland Hornet Marching Band's March-a-thon		
Location of Event:	Ridgecrest park to Hyder park area, SE		
Event Start:	8/25/2018 8:00	Estimated Attendance:	Overall: 400-500
Event End:	8/25/2018 14:00	(turnover of people)	At any one time: 100-150
Applicant:	Richard MIKE Goodrich		
Organization:	Highland High School Marching Band		
Primary Phone:	505-205-2492	Event Phone:	505-205-2492
Email:	gogoodrich@yahoo.com		
Mailing Address:	6720 Kelly Ann Rd NE		
City:	Albuquerque	State and Zip Code:	NM 87109
Describe the event:	My event is a ... The annual HHS Marching Band March-a-thon fund raiser. Over 15 years in the same area. Start at Ridgecrest park and take a round-a-bout way pass Bandelier Elementary, Hyder park, Burton Park, through Parkland hills and back to Ridgecrest park. It is the most important fund raiser for the boosters to fund the band for the new school		
Will there be closures or barricading of any streets, sidewalks, bicycle paths, or any other public right of way?	Yes, you will need a Route Map or a TCP plus Insurance will be needed listing City of Albuquerque as Additionally Insured.		
Will the event take place in a city facility or park?	Yes, you will need a Park use agreement plus Insurance listing the City of Albuquerque as Additionally Insured Please call 857-8657		
If the event takes place in a city facility or park, what is the name of it?	Ridgecrest Park, we use the park to stage, start the march, and end. The event itself does not take place in the park.		
If the event takes place in a city facility or park, will you require electricity?	No.		
Will the event take place on Bike Trails and/or Open Space?	No , event will not be held on Bike or Open Space.		
Will there be food served, sold, or provided at the event?	No , there will be no food at this event		
Will there be any food trucks at the event?	No , there will be no food trucks at this event. So there is no impact		
Will public toilets and soap/water hand washing be provided or made available?	No , event does not need toilets.		
Will any part of this event be fenced?	No , this event needs no fencing.		

Will there be 200 chairs or more at this event?	No , event does not need chairs.
Will alcohol be served at the event?	This event is a non-alcohol event.
Will there be amplified sound at the event?	No I will not have amplified sound.
Will commerce be conducted on-site during the event?	No , selling of product(s).
Will there be temporary structures (tents, canopies) at the event?	If no - Skip the next 2 questions, they do not impact your event
Will you be hiring a TENT COMPANY?	NO - but if you are setting up tents yourself then please contact Fire Marshal's Office at 505-924-3612 for a tent permit, otherwise, No impact and no action is required.
Will you be cooking under these structures?	Answer is no, no act is required.
Will there be generators at this event (<i>other than Food Truck equipment</i>)?	Answer is no, no act is required.
Will there be fireworks at this event?	Answer is no, no act is required.
Will there be jumpers, bounce houses, or inflatables at this event?	Answer is no, no act is required.
Will there be carnival rides at this event?	Answer is no, no act is required.
Will there be open flames at this event?	Answer is no, no act is required.
Will there be any indoor activities as part of your event?	"YES" then contact Fire Marshal's Office at 505-924-3612 and EHD-Food at 768-2688... If "NO" - No Action Required

List of action items Traffic Control Plans TCP - Park Use Agreement - EHD Noise Exempted - Insurance Policy with Add Insured
Please note if Chief's OT (COT) is requested please contact Naomi at 768-2307, All events having alcohol require Security Agreement, send copy to Naomi @ NSanchez@cabq.gov

a	Central Closure Form		Route	✓
	Outdoor Assembly		COT	✓
	TENT Permit Zoning		EMS Packet	
	Trash Pickup			

SPECIAL EVENTS PERMITTING COMMITTEE MEETING

This event must be presented at a Special Events Permitting Committee (SEPC) meeting: Yes No Date:

PERMIT COMPLETION

All elements designated in this application must be returned to the SEP Liaison no later than:

APPLICATION KEY

Gray Boxes are to be completed by City representatives.

Green Boxes are **required fields** and must be completed by Event Coordinator PRIOR TO SEPC MEETING. (Indicate N/A if necessary.)

White Boxes are to be completed by Event Coordinator. **NOTES** may be completed by City representative.

Red Outlined Boxes are provided for the convenience of the Event Coordinator and are not a required part of this application.

Checked () boxes indicate that a signature is required, or there are additional requirements from that department. Instructions will also be given about what permits, signatures or further items you will need.

Note that department costs are for estimate purposes only. Because some fees are hourly charges, a final cost estimate is not guaranteed by the City, but provided for reference only.

ALBUQUERQUE POLICE DEPARTMENT

Albuquerque Police Department oversees the security and safety of the public. There are three sections in APD that may have input on your event:

- Area Substations - Notify the nearest substation of your event
- Traffic Commander - Arrange for traffic control officers; submit Traffic Control Plan (TCP); determine other APD needs
- Chief's Overtime - Schedule Chief's Overtime staffing

Note that private security may be approved for certain events, using a security company approved by APD. Additionally, Chief's Overtime is no longer available on a donated/fee-waived basis under any circumstance.

APD/Substations

www.cabq.gov/police/our-department/area-commands

<input type="checkbox"/> Southeast Area 800 Louisiana SE (505) 256-2050	<input type="checkbox"/> Northeast Area 8201 Osuna NE (505) 823-4455	<input type="checkbox"/> N. Valley Area 5408 2 nd Street NW (505) 761-8800	<input type="checkbox"/> Foot Hills Area 12800 Lomas NE (505) 332-5240	<input type="checkbox"/> Northwest Area 4501 Ellison NW (505) 768-4850	<input type="checkbox"/> Southwest Area 5404 Los Volcanes NW (505) 831-4705
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The Area Station indicated above must be notified of this event Yes No

DUE DATE:

Notes:

Marching Band through the neighborhood

will need lead + tail

APD Substations Cost: \$0

APD/Traffic Commander (505) 857-8421

www.cabq.gov/police

7520 Corona Ave. NE
(N. of Paseo del Norte, off Wyoming)
Albuquerque, NM 87122

A signature from this department is required: Yes No

Additional items are required for this department: Yes No

Traffic
Commander

Date *6-7-18*

Approved Denied

A Traffic Control Plan must be submitted to the APD Traffic Commander Yes No

DUE DATE:

Attended

Traffic Control Officers are required for this event

Yes No

If yes, see Chief's Overtime details below.

Notes:

TCP attended

APD Traffic Command Cost: \$0

ALBUQUERQUE POLICE DEPARTMENT (Cont'd.)

Event Name and Date:

TOTAL PAGE 1 COSTS	\$
TOTAL EVENT PERMIT COSTS	\$

APD/Chief's Overtime (505) 768-2380 www.cabq.gov/police	A signature from this department is required: <input type="checkbox"/> Yes <input type="checkbox"/> No Additional items are required for this department: <input type="checkbox"/> Yes <input type="checkbox"/> No
400 Roma NW, 3 rd Floor Albuquerque, NM 87102 Office Hours: 8:00 a.m. – Noon, 1:00 – 4:00 p.m.	COT Coordinator <i>Maria Sanchez</i> Date <i>7/10/18</i> <input type="checkbox"/> Approved <input type="checkbox"/> Denied

Chief's Overtime staffing is required for this event Yes No

The event organizer is requesting Chief's Overtime staffing for this event, though it is not required Yes No

A copy of private security contract must be submitted for this event Yes No **DUE DATE:**

- If Chief's Overtime is being used, **no alcohol may be sold, served, distributed or consumed at this event.** Any violation of this requirement constitutes a violation of City Ordinance 12-2-19, as well as any other relevant City ordinances and/or state statutes. Any violation also renders this event a threat to public safety and, therefore, constitutes an immediate revocation of this permit, by order of the Chief of Police.
- The guidelines below for COT personnel are for references only. APD Chief's office will make the final determination of required personnel.

Qty.	Chief's Overtime Personnel	Fee per Hour	Hours (2-Hr. Minimum)	Total Fee	TOTAL APD CHIEF'S OVERTIME COST
<i>2</i>	Officer(s) –2 per 500-1000 attendees (Minimum of two)	\$ 52.00	<i>3</i>	\$ <i>312.00</i>	
	Sergeant(s) - 1 per every 5 Officers	\$ 60.00		\$	
	Lieutenant(s) - 1 for every 9 Officers	\$ 68.00		\$	
					\$ <i>312.00</i>

Notes:
Lead and tail 0930-1230

APD/Chief's Office (505) 768-2200 www.cabq.gov/police	A signature from this department is required for all events. Additional items are required for this department: <input type="checkbox"/> Yes <input type="checkbox"/> No
400 Roma NW 5 th Floor Albuquerque, NM 87102	Chief Michael J. Geier Date <i>7-12-18</i> <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied

Alcohol will be served at this event Yes No

All events must be initialed by a Deputy Chief, even if no further involvement or action is required by APD.

Notes:

APD Chief's Office Cost: \$0

ADDITIONAL ALBUQUERQUE POLICE DEPARTMENT NOTES

TOTAL PAGE 2 COSTS	\$
TOTAL EVENT PERMIT COSTS	\$

Trissell, Michael D.

From: Quevedo, Vicente M.
Sent: Wednesday, August 01, 2018 1:54 PM
To: 'Dawn Graber'; 'gogoodrich@yahoo.com'
Cc: Trissell, Michael D.; Werner, Eric; Archuleta, Veronica
Subject: ONC REQUIRED CONTACTS - HH MARCHING BAND'S MARCH-A-THON - 8/25/18

Richard and Dawn,

See list below of affected neighborhood associations related to your upcoming event. Please include our office (onc@cabq.gov) and Mike Trissell (mtrissell@cabq.gov) in your e-mail to (BOTH CONTACTS OF EACH NA/HOA) in advance of your event. Let any applicable associations know the date & time of the event, whether or not there will be any amplified sound, and/or any road closures or traffic impacts.

Association Name	First Name	Last Name	Email	Address Line 1	City
Parkland Hills NA	Rob	Leming	rjleming@gmail.com	712 Truman Street SE	Albuquerque
Parkland Hills NA	Cecilia Brooke	Cholka	cbcholka@gmail.com	4916 Pershing Avenue SE	Albuquerque
Southeast Heights NA	John	Pate	jpate@molzencorbin.com	1007 Idlewilde Lane SE	Albuquerque
Southeast Heights NA	Michael	Gallegos	mike@mikegallegoslaw.com	308 Adams Street SE	Albuquerque
Victory Hills NA	Patricia	Willson	info@willsonstudio.com	505 Dartmouth SE	Albuquerque
Victory Hills NA	Erin	Engelbrecht	eebrecht@yahoo.com	PO Box 40298	Albuquerque

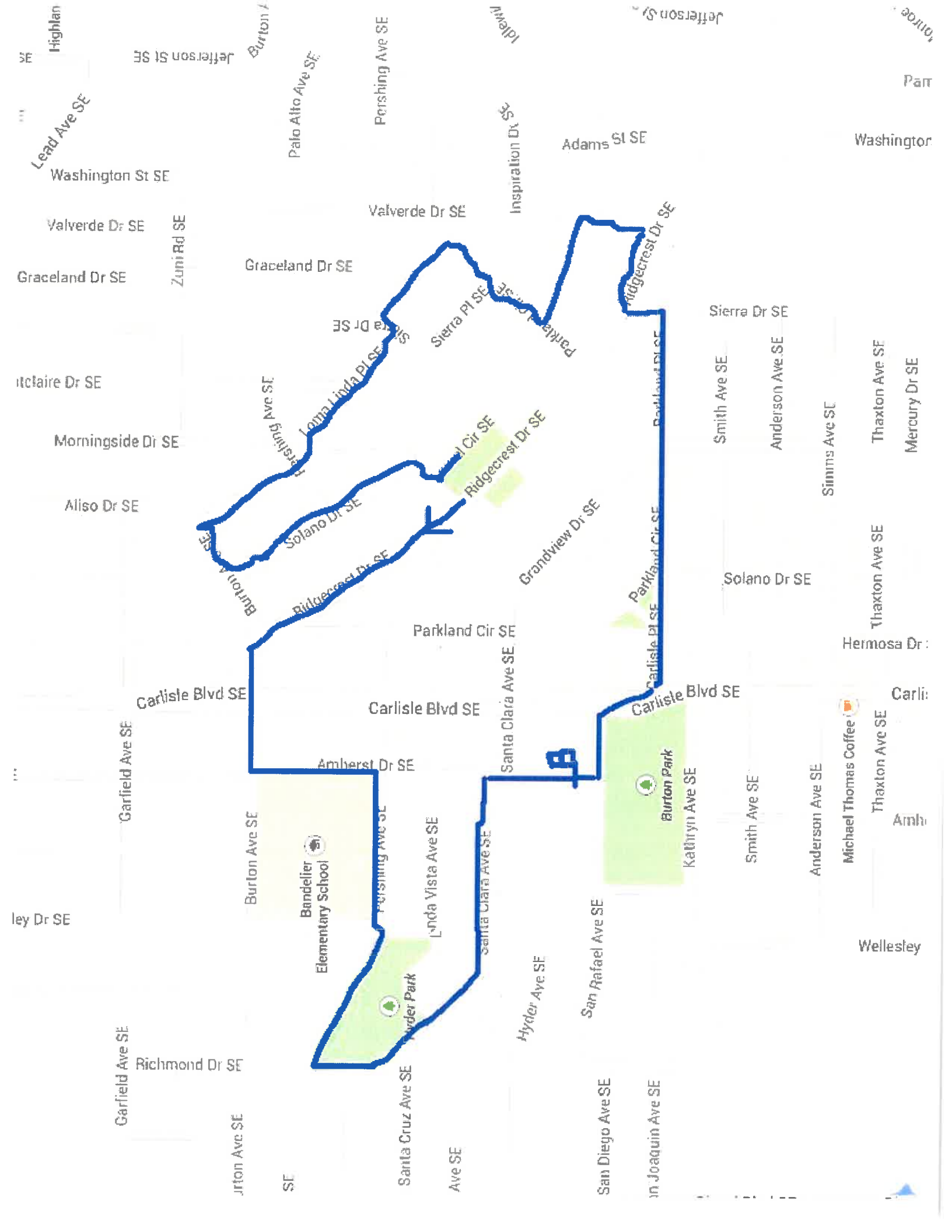
Respectfully,

Vicente M. Quevedo, MCRP
Neighborhood Liaison
Office of Neighborhood Coordination
City of Albuquerque – City Council
(505) 768-3332

Website: www.cabq.gov/neighborhoods



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**City of Albuquerque
DMD - Construction Services Division**

P.O. Box 1293, 600 2nd St NW
Room 800, 8th Floor, Plaza Del Sol
Albuquerque, NM 87102
Tel. No: (505) 924-3400
www.cabq.gov/construction

PAYMENT TYPE 300
Permit No : **2018021138SE**
Permit Status : Approved
05/16/2018

Special Event ROW Usage (FUND 300)

Address:	820 RIDGE CREST SE	Applied Date	05/04/2018
Application Number	028223	Issued Date	05/04/2018
Activity Type	Special Event ROW Usage (FUND 300)	Start Date	08/25/2018
		End Date	08/25/2018
Applicant	HHS BAND BOOSTERS ASSOCIATION- Ricard Mike Goodrich		
Applicant Address	314 Solano SE Albuquerque NM 87108		
Applicant Phone	(505)205-2492		
Location Description	RIDGECREST From RICHMOND To VALVERDE		
Job Description	Highland Hornet Marching Band's March-a-thon		

Fee Table

Fees:	\$21.00
Payments:	\$21.00
Extend Credit:	\$0.00
Balance Due:	\$0.00

Fee Detail

Fee Name	Unit	Amount
304:425009 Special Events Barricading (\$21 per day per 1.00 event)		\$21.00

Transaction Detail

Date	Transaction Type	Method	Amount
05/16/2018	Payment of Balance Due	CreditCard	\$21.00

Conditions

Highland High School Bank March-A-Thon 2018

An APD controlled rolling barricade from Ridgecrest Park, north on Ridgecrest Dr., west on Burton Ave, south on Amherst, west on Pershing Ave, south on Santa Cruz Ave, east on Santa Clara Ave, south on Amherst Dr., East on San Rafael Ave to Carlisle Pl, east on Carlisle Pl, north on Parkland Circle, northwest on Loma Linda Pl to Aliso Dr., west on Burton Ave, southeast on Solano Dr. to Ridgecrest Park.
8AM to 2PM

The contractor must coordinate with and maintain access to affected businesses/residents.

Regardless of what is shown on the TCP:

The Contractor may not violate MUTCD, COA Specifications, or Ordinance.

May not allow left turns through a traffic split/shift.

Must maintain ADA compliance at all times.

Must maintain 10 ft. travel lanes at all times.

May not detour arterial traffic to a residential road.

May not place channelizing devices in travelled way without a properly designed lane closure.

May not setup multiple lane/street closures unless shown concurrently on the TCP.

May not create inadequate sight-distance with vehicles, channelizing devices, and/or equipment.

Must coordinate with and maintain access to affected businesses/residents.

If any part of the permit or conditions of the permit are unclear, the Contractor MUST contact this office (924-3400) to obtain clarification.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
05/14/2018

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 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 Myers-Stevens & Toohey & Co., Inc 26101 Marguerite Parkway Mission Viejo , CA 92692	CONTACT NAME: Monica Toohey PHONE (A/C No. Ext): 9493480656 E-MAIL ADDRESS: mtoohey@myers-stevens.com	FAX (A/C No): 9493482630																				
	<table border="1"> <tr> <th colspan="2">INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> <tr> <td>INSURER A :</td> <td>Fireman's Fund Insurance Company</td> <td>21873</td> </tr> <tr> <td>INSURER B :</td> <td></td> <td></td> </tr> <tr> <td>INSURER C :</td> <td></td> <td></td> </tr> <tr> <td>INSURER D :</td> <td></td> <td></td> </tr> <tr> <td>INSURER E :</td> <td></td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> <td></td> </tr> </table>		INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A :	Fireman's Fund Insurance Company	21873	INSURER B :			INSURER C :			INSURER D :			INSURER E :			INSURER F :	
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INSURER D :																						
INSURER E :																						
INSURER F :																						
INSURED Highland High School Band Boosters 702 Ridgecrest Dr. SE Albuquerque , NM 87108																						

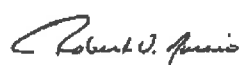
COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

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.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	GENERAL LIABILITY	<input checked="" type="checkbox"/>		XXC80506761 NAEP081386	8/25/2018	08/26/2018	EACH OCCURRENCE \$ 1,000,000	
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000	
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person) \$ 10,000	
	<input checked="" type="checkbox"/> Host Liquor Liability						PERSONAL & ADV INJURY \$ 1,000,000	
							GENERAL AGGREGATE \$ 2,000,000	
							PRODUCTS - COMP/OP AGG \$ 1,000,000	
							GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC	
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$	
	<input type="checkbox"/> ANY AUTO						<input type="checkbox"/> SCHEDULED AUTOS	BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS						<input type="checkbox"/> NON-OWNED AUTOS	BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS							PROPERTY DAMAGE (Per accident) \$
								\$
	UMBRELLA LIAB						EACH OCCURRENCE \$	
	<input type="checkbox"/> EXCESS LIAB						<input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE	AGGREGATE \$
	DED						RETENTION \$	\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						WC STATUTORY LIMITS	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						<input type="checkbox"/> Y <input type="checkbox"/> N <input checked="" type="checkbox"/> N/A	OTHER
								E.L. EACH ACCIDENT \$
								E.L. DISEASE - EA EMPLOYEE \$
			E.L. DISEASE - POLICY LIMIT \$					

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Additional Insured: City of Albuquerque

CERTIFICATE HOLDER City of Albuquerque 400 Marquette Ave. (Suite 605) NW, Albuquerque , NM 87102	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 Robert V. Nuccio 

Certificate Number: NAEP081386

Policy Number: XXC80506761

Effective Dates: 8/25/2018 to 8/25/2018

**Additional Insured - Person, Organization or other Entity -
600002STEP 09 12**

Policy Amendment(s) Commercial General Liability

This endorsement modifies insurance provided under the following:

Commercial General Liability Coverage Part

Schedule

Name of Additional Insured Person(s) or Organization(s) or other Entity(ies)

City of Albuquerque

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

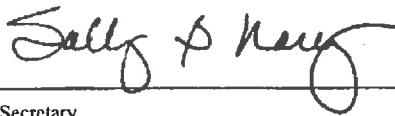
Section II - Who Is An Insured is amended to include as an insured the person, organization or other entity shown in the Schedule above but only to the extent that **bodily injury, property damage or personal and advertising injury** is caused by the sole negligence of the Memorandum of Insurance holder.

Any Additional Insured Person(s) or Organization(s) or other Entity(ies) covered under this policy is subject to the policy forms, terms, conditions, exclusions, limitations and provisions.

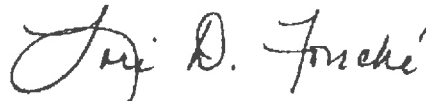
This Endorsement is otherwise subject to all the terms, conditions, exclusions, limitations, and provisions of the policy to which it is attached.

This Form must be attached to Change Endorsement when issued after the policy is written.

One of the Fireman's Fund Insurance Companies as named in the policy



Secretary



President

PARK USE AGREEMENT

NOTE: A Cleanup/Damage fee will be charged if park is not left clean and trash hauled away immediately following event, or if damage occurs to the park. Blocking off parking spaces / placing barricades / cones prohibited. Charcoal grill are not allowed – propane grills with fire extinguisher are allowed but cannot be placed under shade structures.

NOTE: Except Jumper sites this agreement is not a reservation or guarantee for use of any specific park or area. City parks are open to the general public and cannot be reserved. This paperwork is for the purpose of coordinating events, organized sports, and maintenance of scheduled events. Approval required at least 48 hours in advance or by 12:00 pm the Wednesday prior to weekend use.

Date of event: August 25, 2017 Time (Including setup & cleanup) 8am to 2pm

Park: Ridgecrest Park Area of park to be used: SE section of the East side park

Name of event: Highland Hornet Marching Band March-a-thon Expected: 110

Will food be served to the public? No Will there be amplified sound? No

Will a tent or canopy be used? No Will a fun jump be used (designated sites only)? No

Fun Jump Company & Phone number: n/a

Will portable toilet(s) be on site? No (if yes) Company & phone number: _____

Responsible party: Mike Goodrich Organization: HHS Band Booster Association

Fax / Email: gogoodrich@yahoo.com Telephone: 505-205-2492

Electrical fee (When Available) \$65.00 for two hours; \$32.00 per additional hour
(Date Rec'd _____ Check No _____)

No staking in or driving on the grass at anytime unless permitted. Park must be left clean and trash removed from the park. Only gas grills allowed, grills cannot be placed under shade structures.

Responsible Party (Signature): _____ Date: 5/1/2018

OfficeUseOnly:

Permits Required: Environmental Health: 768-2638, 400 Marquette NW, 3RD Floor

Food permit (Date Rec'd _____) Noise permit (Date Rec'd _____)

Tent/Canopy permit & Fire Marshal approved site plan (Date Rec'd _____)

Insurance Required: Insurance (Date Rec'd _____)

Fun Jump authorization charge

\$35.00 Per Jumper/Site/4hours (Date Rec'd _____ Check No _____)

Parks and Recreation: Approved Special Events Approval Required

Approved By (Parks and Recreation): _____ Date: _____

Requirements/Notes: _____

Office: 857-8657 Cell: 261-1028 After hours/Weekend Supervisor: 259-9650 Fax: 857-8220

Updated 3/14/2013

Liability Insurance. The User will obtain the following insurance policies:

- (i). Commercial General Liability Including Automobile. A commercial general liability insurance policy with combined limits of liability for bodily injury or property damage as follows (requirements are shown as listed on a standard form certificate of insurance):

\$1,000,000	per Occurrence
\$1,000,000	Policy Aggregate
\$1,000,000	Products Liability/Completed Operations
\$1,000,000	Personal and Advertising Injury
\$ 50,000	Fire Legal
\$ 5,000	Medical Payments

The policy of insurance must include coverage for all operations performed by the User and Sub users, and contractual liability coverage will specifically insure the hold harmless provisions of this Agreement. **THE CITY WILL BE NAMED AN ADDITIONAL INSURED** and the coverage afforded will be primary with respect to operations performed. Showing the City as a certificate holder is not the same as naming the City as an additional insured and is not an acceptable substitute. If equivalent coverages are provided and the form is approved by the City, the User may provide a general liability policy in a form different from that described above.

Designated Jumper Sites:

Alamosa Park
Balloon Fiesta Park
Kirtland Park
Korean War Veterans Park
Lazy Day Park
Manzano Mesa Park
Mariposa Basin Park
Martineztown-Santa Barbara Park
Matthew Meadows Park
Montgomery Park
North Domingo Baca Park
Pat Hurley Lower Park
Phil Chacon Park
Redlands Park
Terrazas Park
Tower Pond Park
U.S.S. Bullhead Memorial Park-Weekdays only
Ventana Ranch Community Park
Ventana West Park
Vista Verde Park
Westgate Community Park

Electrical Use Available at:

Kit Carson Park
Tiquex Park
Battaan Park
Robinson Park

Trissell, Michael D.

From: Spring, Susan C.
Sent: Thursday, May 03, 2018 8:51 AM
To: Trissell, Michael D.; Werner, Eric; Archuleta, Veronica
Subject: 3 EVENTS NO IMPACT

HIGHLAND HORNET MARCHING BAND MARCH A THON 8/25/18 EHD- FOOD – NO IMPACT

CYCLING EVENT national Veterans Golden Age Games 8/5/18 EHD – FOOD – NO IMPACT

ABQ PRIDE CANDLE LIGHT VIGIL 6/9/18 EHD – FOOD – NO IMPACT

Susan Spring
Environmental Health Supervisor
Consumer Health Protection Division
(505) 768-2688 office
(505) 228-8648 cell
sspring@cabq.gov

Trissell, Michael D.

From: Williams, Carla M.
Sent: Friday, June 15, 2018 11:37 AM
To: gogoodrich@yahoo.com
Cc: Trissell, Michael D.; Archuleta, Veronica; Werner, Eric
Subject: Highland Hornet Marching Band's March-a-thon NO EMS REQUIRED

Good afternoon, after reviewing your event application I have determined that Emergency Medical Service standby is NOT required.

EMS: Highland Hornet Marching Band's March-a-thon -- NO EMS REQUIRED

Lt. C Williams

Lieutenant Carla Williams
Training Officer
Albuquerque Fire Marshal's Office
724 Silver SW
Albuquerque, NM, 87102

505-764-6300

Trissell, Michael D.

From: Gonzales, Eric L.
Sent: Wednesday, May 16, 2018 4:08 PM
To: Archuleta, Veronica; Trissell, Michael D.; Werner, Eric
Subject: FMO:Highland Hornet Marching Band's March-a-thon--NO IMPACT

Respectfully,

Lt. Eric Gonzales
Albuquerque Fire Department
Fire Marshal's Office
Office: (505) 924-3611
Cell: (505) 362-4659
elgonzales@cabq.gov

Trissell, Michael D.

From: LaPlante, Leo J.
Sent: Friday, May 04, 2018 3:44 PM
To: Werner, Eric; Trissell, Michael D.; Archuleta, Veronica
Subject: TRANSIT APPROVED

Transit Approves the following permits.

Albuquerque Pride Parade – 06/09/2018 – has major imp[act but is an annual event with detours in place.

ABQ Pride Candle Light Vigil - 06/07/2018 – no impact on Transit

Akimatsuri Japanese Fall Festival – 09/23/2018 – no impact on Transit

Highland Hornet Marching Band March-A-Thon – 08/25/2018 – no impact on Transit

Viva Pizza Fest – 05/19/2018 – no impact on Transit

Boxing Bear Block Party – 05/26/2018 – no impact on Transit



Leo La Plante
Training Specialist, ABQ Ride
Office (505) 764-8926
Cell (505) 331-6113