

CITY OF BATAVIA

MEMO TO: Government Services Committee

FROM: Jeff Albertson
Building Commissioner

DATE: May 19, 2011

SUBJECT: Windmill City Festival Carnival Permit

Attached is a request from the Batavia Park District to sponsor a carnival in conjunction with the Windmill City Festival, July 8 thru July 10, 2011. The carnival will be located on Houston Street from Island Avenue to Water Street.

Recommendation:

1. Windy City Amusements has been the carnival vendor for the Batavia Park District for many years. The police department has enjoyed good cooperation and very few problems from that organization in recent years. A copy of the Windy City Amusement's certificate of insurance also naming the City of Batavia as an additional insured is attached. Therefore, we recommend awarding a carnival permit to the Batavia Park District.
2. The Batavia Park District has further requested that the City of Batavia waive the \$200 permit fee as has been done in the past years, see attached. Therefore, we recommend waiving the \$200 carnival permit fee.

Requested Action:

1. In accordance with Ordinance 3-4-2; whereas no permit for a carnival shall be issued except on the order of the City Council; recommend that the City Council approve a carnival permit for the Batavia Park District for Windmill City Fest, July 8 thru July 10, 2011 at their June 6, 2011 meeting.
2. Recommend that the City Council waive the \$200 carnival permit fee at their June 6, 2011 meeting.

Atts.

Copy to: Mayor Schielke
City Council
City Clerk
City Administrator McGrath
City Attorney
A. Parker

March 28, 2011

Chief Gary Schira
Batavia Police Department
100 North Island Avenue
Batavia, Illinois 60510

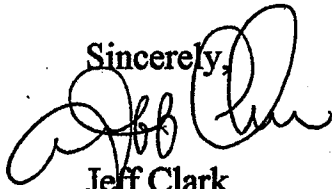
Dear Chief Schira:

This letter is our request for a carnival permit in conjunction with Windmill City Festival, July 8-10. The carnival will be on Houston Street from Island Avenue to Water Street. Also enclosed is the certificate of insurance from Windy City Amusements for the carnival.

We would request that the City waive the permit fee as has been the case in the past. Policing in conjunction with the carnival will be paid by us from the fee the carnival is paying.

If there are any questions, please call. We appreciate the City's cooperation.

Sincerely,



Jeff Clark
Director of Leisure Services

ls



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

4/04/11

PRODUCER Allied Specialty Insurance
85 N.E. Loop 410
Suite 600
San Antonio, TX 78216

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURED Windy City Amusements, Inc.
914 W. Main Street
St. Charles, IL 60174

INSURERS AFFORDING COVERAGE

NAIC #

INSURER A: T.H.E. Insurance Company

INSURER B:

INSURER C:

INSURER D:

INSURER E:

COVERAGES

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. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INER ADD'L LTR INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	CPP0100475-01	03/18/11	03/18/12	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$10,000,000 PRODUCTS - COM/PRO AGG \$ 1,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS				COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN EA ACC \$ AUTO ONLY: AGG \$
	EXCESS / UMBRELLA LIABILITY <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> DEDUCTIBLE <input type="checkbox"/> RETENTION \$				EACH OCCURRENCE \$ AGGREGATE \$ \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under SPECIAL PROVISIONS below				WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
	OTHER				

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

ADDITIONAL INSURED AS RESPECTS TO THE OPERATIONS OF THE NAMED INSURED ONLY:
BATAVIA PARK DISTRICT, BATAVIA CHAMBER OF COMMERCE AND THE CITY OF BATAVIA ILLINOIS.

DATES: JULY 6, 2011 THROUGH JULY 13, 2011

CERTIFICATE HOLDER

BATAVIA PARK DISTRICT
327 W. WILSON ST.
BATAVIA, IL 60510

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

Richard W. A. [Signature]

Charge to: Windy City Amusements Inc.
914 W. Main St.
St. Charles, IL. 60174

Send To: Batavia Park District
Attn: Jeff Clark
327 W. Wilson St.
Batavia, IL. 60510

Amount Wanted: 100

Ordered by: Karen

Jeff

*Let me know if you need
Changes and I'll Place the
order.*

*Thanks
Karen*

Windmill City Fest
Annual Carnival
July 8 - 10
Located on Houston St. in Downtown Batavia
Hours of Operation
Fri. 4-11pm Sat Noon - 11pm & Sun Noon - 7pm
Unlimited Ride Specials on
Sat & Sun noon - 4pm
For \$20 per person per day
Rides * Games * Food
Windy City Amusements Inc. on the Midway

3-4-2: LICENSES REQUIRED, FEES:

It shall be unlawful to conduct or operate any amusement which is open to the public and for admission to which a fee is charged without having first secured a license therefor; provided that the provisions of this Section shall not be held to apply to those amusements which are specifically licensed by the other provisions of this Chapter.

Applications for such licenses shall be made to the City Clerk and shall comply with the general provisions of the ordinances relating to applications¹. For such licenses the following fees shall be paid:

Menageries	\$ 10.00 per day
Carnival	200.00 per week
Exhibitions of inanimate objects	5.00 per day
Other public amusements not specifically licensed	5.00 per day

No permit for a carnival shall be issued except on order of the City Council. (1972 Code § 115.455)