

M
1200 East Broad Street,
www.mansfield-tx.gov

ANDY BINZ	PARKS
DAVID BOSKI	STREETS
ERIC PETERSON	FIRE
HOWARD REDFEARN	ENVIRONMENTAL
LISA SUDBURY	PLANNING
KYLE LANIER	POLICE
PAUL COKER	DEV SERVICES

Special Event Application

Organization/Group: **MISD STUDENT ATHLETIC TRAINERS** Date: **2/20/2015**

Applicant: **ANDY STARNES**

Applicant's Address: **1205 Concord Dr. 76063** Phone No. **817-319-9986**

*Will be called for information needed and when the permit is ready for pick-up

Address of Event: **150 E. Broad and Mellow Mushroom 101 S. MAIN ST, MANSFIELD 76063** Email: **andystarnes@misdmail.org**

Description & Activities: **Cornhole Tournament Fund Raiser - need to use part of the adjacent parking lot for cornhole boards from 11am-2pm**

Date of Event: **5/30/2015**

Public Invited or Private Party? **Public** Hours of Event: **11AM-4PM**

Is the event in a Mansfield Park? **NO** Estimated Number of Attendees: **100**

Do you plan to Temporarily Close a Public Street? **NO** *If yes, Insurance is required

Is the event on Private Property other than your own? **YES** *If yes, signed permission is required

Will there be any new or temporary electric lines installed? **NO** *If yes, a registered Electrician must obtain a permit. Indicate the line locations on the site plan.

Will you be using generators? **NO** *If yes, show location on the site plan

Do you plan to have any Tents? **NO** *If yes, a separate permit is required.

Do you plan to have any Promotional Signs? **Only on Mellow Mushroom Property** *If yes, a separate permit is required

City of Mansfield Assistance Requested: **Permission to use adjacent parking lot from 11AM-2PM**

Barricades/ Street Closure? **Partial Parking lot usage from 11AM-2PM** *If yes, show on site plan where you want to close the street and a resident roster must be submitted

Police/Traffic Control/Security? **NONE** *If yes, attach an explanation and the name and contact number of person you are making arrangements with.

Please Read and Include the Following Information With This Application

- For all outdoor activities, a site plan must be attached. One can be provided if requested. You need to show where all items will be located on the site plan.
- If Insurance is required, the City of Mansfield must be listed as "Additional Insured".
- All documents must be turned in at the same time. Please allow enough time for review and approval before the date of your event.

Applicant's Printed Name: **ANDY STARNES** Applicant's Signature: *Andy Starnes*

April 13, 2015

To: Linda Johnson

City of Mansfield - Code Compliance

From: MISD Athletic Trainers

Re: MISD Student Athletic Trainers partial usage of parking lot adjacent to The Mellow Mushroom

We are wanting to have our Cornhole tournament fundraiser for our Student Athletic Trainers at the Mellow Mushroom this year. We would need to use a portion of the adjacent parking lot for no longer than 4 hours on Saturday May, 30, 2015 from 9am – 1pm. Possible configurations of our needs are attached as well as the districts insurance policy for liability coverage during our tournament. The only things in the parking lot will be the cornhole boards for the matches. We will use both the Mellow Mushroom patio and the parking lot portion outlined on the map. As the bracket gets smaller, the matches will all be played on the Mushroom patio. The boards in the parking lot will be picked up as the tournament progresses. The funds of this tournament go directly to our student trainers to purchase practice and game clothing.

We are asking for approval to use the designated portion of the lot needed to effectively and efficiently run our tournament in a timely manner. We feel like there should be ample parking in and around downtown during this timeframe.

Sincerely,

MISD Athletic Trainers

Andy Starnes, Mansfield High 817-319-9986

Megan Burton, Mansfield High

Gary Vanderheiden, Summit High

Brian Straub, Summit High

Kristin Campos, Timberview High

Trevor Smith, Timberview High

Cody Purcell, Lake Ridge High

Erin Stratton, Lake Ridge High

PERMISSION TO USE PRIVATE PROPERTY FOR SPECIAL EVENT
(Required if this is not your property or business location)

I, the undersigned, being the property owner or property management representative of the owner for the property described herein below, do grant

MISD Student Athletic Trainers

(person, group or business name)

permission to have their special event on said property.

Property address:

101 S. Main Street, Mansfield, TX, 76063

Please check all that apply:

- ☒ Entire Special Event, including all activities listed, are approved be held at this location.
- ☐ Approved for overflow parking and/or shuttle area to be held at this location.
- ☐ Approved to place promotional signage at this location, if the required permit is obtained. (I am aware this will use up one of the three (3) times a calendar year maximum for this location)
- ☐ Approved to place a Tent(s) and/or canopy for the event. (note: a Tent requires a permit)
- ☐ Approved to place Bounce Houses, Petting Zoo, Children's Games and/or Kid's activities
- ☒ Misc. Approved: Cornhole Tourney on May 30, 2015 11am-5pm


Signature

Rachel Harper / Manager
Printed Name/ Job Title

101 S. Main Street, Mansfield, TX, 76063
Mailing Address

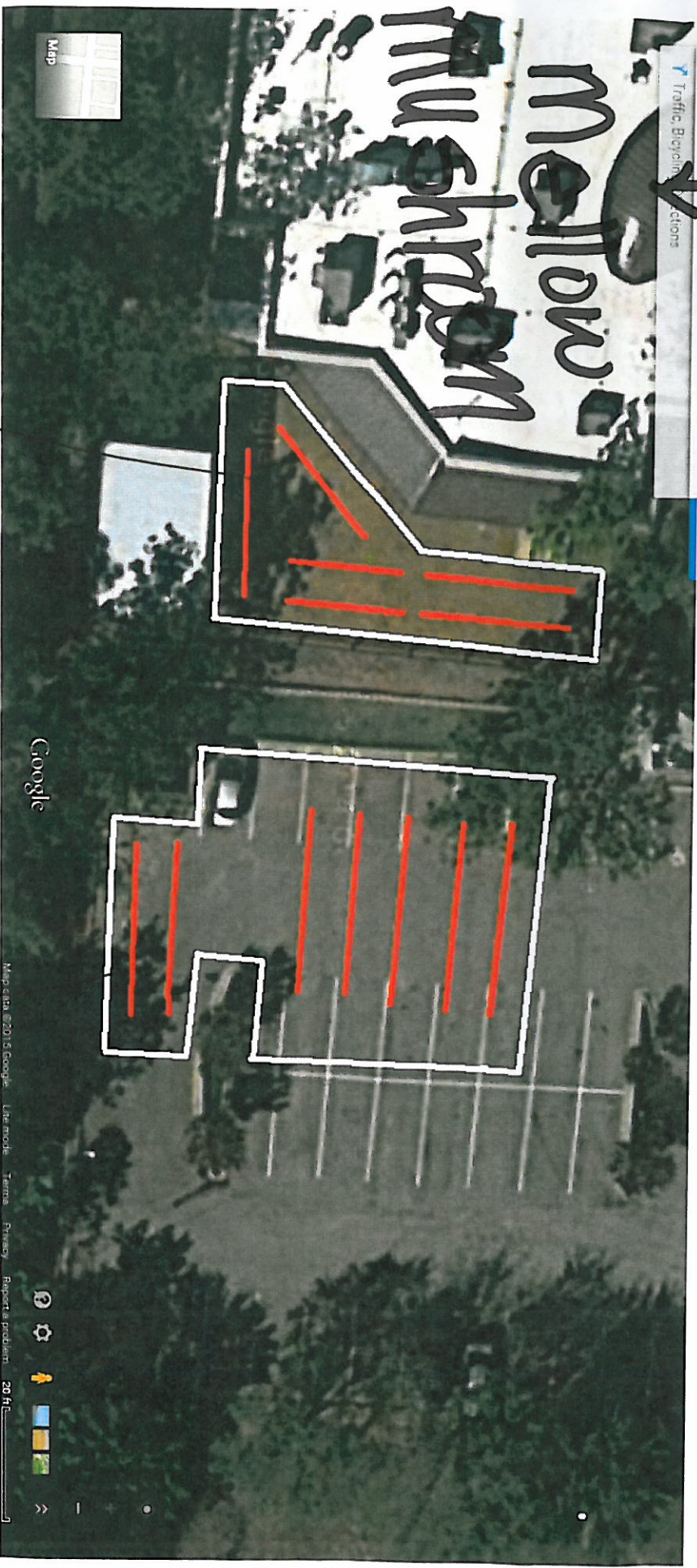
817-225-4321
Contact Phone Number

**City parking lot
150 E Broad Street**

**Mellow Mushroom
101 S Main St**



Mellow Mushroom



101 S. Main St.

patio area

City Owned Lot
parking



MEMBER CERTIFICATE OF INSURANCE

4/1/15

Thank you for purchasing your insurance from AIM. This is your Member Certificate and should be kept with your permanent records.

Insured #: TX154772

NAMED INSURED MEMBER:

Lake Ridge High School Athletic Booster Club
Attn: Carla Anderson or Current Officer
3700 East Broad Street
Mansfield, TX 76063

Named Insured & Mailing Address

Education Support Purchasing Group
c/o AIM
P.O. Box 674051
Dallas TX, 75267-4051

PRODUCER NAME

AIM Association Insurance
Management, Inc.
PO Box 674051
Dallas TX, 75267-4051

Company / Coverage	Policy #	Effective Dates	Deductible	Limits of Insurance	
Homeland Ins Co of New York / BW94341 Commercial General Liability		2/4/15 - 2/4/16	NONE	Each Occurrence	\$1,000,000
				General Aggregate	\$2,000,000
				Products - COMP/OPS Aggregate	\$2,000,000
				Personal & Advertising Injury	\$1,000,000
				Fire Damage (any one fire)	\$50,000
Homeland Ins Co of New York / BW94341 Medical (Accident Medical)		2/4/15 - 2/4/16	NONE	Any One Person	\$5,000
				Aggregate	\$5,000
Homeland Ins Co of New York / BX72620 Non-profit Prof Liability (Officers Liability)*		2/4/15 - 2/4/16	\$ 1,500	Aggregate	\$1,000,000
				*Annual Aggregate applies to all member certificate holders combined.	\$20,000,000
	Retro-active Effective Date:	2/4/15			
Homeland Ins Co of New York / BV71476 Comm'l Crime & Fidelity (Bond)		2/4/15 - 2/4/16	\$ 250	Each Occurrence	\$10,000
Homeland Ins Co of New York / BV71476 Property (Bus. Personal Prop/Comp Sys)		2/4/15 - 2/4/16	\$ 250	Each Occurrence	\$10,000

City of Mansfield is added as and Additional Insured for General Liability only, exclusively for the use of City Parking Lot located 103-150 E. Broad St., Mansfield, TX 76063.
Event: Cornhole Tournament for the Athletic Training Program
Date/Time: May 30, 2015 from 9:00 a.m. - 5:00 p.m.

Certificate Holder:

City of Mansfield
1200 E. Broad St.
Mansfield, TX 76063

This member certificate, together with the common policy conditions, coverage part(s), coverage form(s), and endorsements, if any, complete the above numbered policy. Copies of the Master Policies are available upon request or may be printed at www.aim-companies.com

AUTHORIZED REPRESENTATIVE