

Join Salida Concerts on Saturday, July 17<sup>th</sup> at 6:30 pm in Riverside Park for an evening of music with the American Brass Quintet. Described by *Newsweek* as “the high priests of brass”, the Quintet has nearly 60 recordings to its credit and have played more concerts in Salida than any other group we have had from the Aspen Music Festival and School. We are excited to offer this concert at no cost to the public as a thank you for your continued support of our organization and classical music.

# Salida Park Rental & Special Event Form

This application must be filled out in its entirety and is a request only. Applications can be accepted or rejected.

Contact Name \*

Mary Sandell

Contact Phone Number \*

970-217-0051

Applicant/Entity Email \*

mary@salidaconcerts.org

Event/Activity Name \*

Salida Aspen Concerts - American Brass Quintet

What type of Event are you requesting? \*

- Public Event: Free and open to the public eg. concerts/festivals (60-90 days notice)
- Admission Based Event: A paid ticket or reservation is required for entry (60-90 days notice)
- Races: A paid race event that can include walking, running, biking etc (60 days notice)
- Special Occasion: A private event by invitation only eg. celebration/birthday party (14 day notice)
- Tournament (30 days notice)
- Assembly/First Amendment Activity (Recommended 5 business day notice)

Provide a short description of your activity. Include any website or social media handles associated with the event. \*

Salida Aspen Concerts would like to host the American Brass Quintet at the Riverside ampetheater. We usually host a 6 concert season every summer in conjunction with the Aspen Festival and School of Music, however this summer and last were cancelled due to COVID. We recently (just 3 days ago) were approached by Aspen about the possibility of hosting the American Brass Quintet in an outdoor setting. I realize the Riverside Ampetheater usually requires much more advanced planning but figured due to the unusual circumstances of the world, that there may be a chance of pulling this off.

We have not started advertising for this event as the details are unknown.

Our website is [www.salidaaspenconcerts.org](http://www.salidaaspenconcerts.org) and our FB page is <https://www.facebook.com/SalidaAspenConcerts/>

Desired Location of Event/Activity \*

- Riverside Park
- Alpine Park
- Centennial Park
- Chisholm Park
- Chisholm Park Clubhouse
- Thonoff Park
- F street (For parades, walks/runs/bike races)
- Skatepark
- Marvin Park (For Baseball, Softball, Kickball tournaments or other uses)
- Centennial Courts (For Tennis or Pickleball Tournaments)
- "S" Mountain
- Another Street in Salida
- Monarch Spur Trail
- Other Trails on City Property
- Whitewater park
- Boatramp
- Other: .....

Estimated number of attendees? \*

100 .....

Start date desired \*

MM DD YYYY

07 / 17 / 2021

Start Time Desired (please include load in time) \*

Time

03 : 00 PM ▼

End date desired \*

MM DD YYYY

07 / 17 / 2021

End Time Desired (please include load out time) \*

Time

10 : 30 PM ▼

Will ANY of these features apply to your event? Check all that apply. \*

- Have more than 50 attendees?
- Sell food or merchandise?
- Sell or dispense alcohol? (only allowed for non profit org)
- Use amplified sound?
- Need to close a street or right of way?
- Require law enforcement, security or fire professionals?
- Require fencing
- Require municipal water or Electrical hookups
- None of the above

## Addendum A

1. **Do you plan on using any portion of the Salida Trail System (STS)?** Yes \_\_\_ No

If yes, describe when, how and where:

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2. **How many people do you plan to have at your event:** \_\_\_\_\_

3. **Will any food or merchandise be sold?** Yes \_\_\_ No

If yes, FOOD AND SALES TAX LICENSES MUST BE OBTAINED. Contact the Colorado Department of Revenue for sales tax licenses at (303) 232-2416, and the Chaffee County Public Health Department for food licenses at (719) 539-2124. Vendors must have a fire extinguisher on site. Vendor booths are subject to inspection by the Salida Police and Fire Departments.

4. **Will alcoholic beverages be sold and/or dispensed at your event?**

Yes \_\_\_ No

If yes, please fill out the Application for Special Events Liquor License and submit it along with the necessary fees. A State of Colorado Special Event Liquor License permit is ONLY issued to incorporated non-profit organizations. EVENTS REQUIRING ALCOHOL LICENSES MUST SUBMIT THEIR APPLICATION AT LEAST 90 DAYS IN ADVANCE OF THE EVENT.

5. **Will there be amplified sound at your event?** Yes  No \_\_\_

6. **Are street closures proposed for your event?** Yes \_\_\_ No

If yes, where and when? \_\_\_\_\_

7. **Will you require any law enforcement services specific for your event?** Yes \_\_\_

No

If yes, for what purpose (security, traffic, parking or public control, Salida Trail System crossings, etc.?)

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Dates and times officers needed? \_\_\_\_\_

**Please attach the event's Security Plan.**

**The City of Salida requires reimbursement for the cost of providing police and safety measures above the standard for the time and date of any event.**

8. **Where do you plan for people to park for your event?**

At riverside park, in the lot across the river (by the cabana) and on the streets.

9. Please explain your **Emergency Action Plan, including First Aid Stations,** Communication and public safety agencies. Please attach additional documents to this application with the details.

See attached

10. Will you need event insurance? Yes  No

Events to which the PUBLIC is invited require insurance. Please refer to #11 under Provisions for Park Rentals and Park Rules. Proof of insurance will be required with this application and must list the City as an additional insured party.

11. Please provide a **timeline** for your event

7/17 - 5:30 pm Set up, 6:30 pm Concert, 8:30 pm concert  
complete & clean up starts. 9:00 pm - Done.

12. Please list any other needs or requirements that have not been covered.

13. Signature

Mary Seachell





## City of Salida

### Special Event Emergency Action Plan

I, the undersigned, agree to comply with the following Emergency Action Plan to the best of my ability. The first person on this list will be the designated Emergency Manager and will take responsibility for public addresses and instruction to the event participants.

Emergency Manager (1 lead, 2 alternates)	Contact info 1	Contact info 2	Signature
1. Mary Sandell	970-217-0051	719-207-4456	<i>Mary Sandell</i>
2. Cheryl Hardy-Moore	970-846-1257		<i>Cheryl Hardy-Moore</i>
3. Grace Merrifield	303-547-2917		<i>Grace Merrifield</i>
4.			

Please complete the following template according to your Events plan and location.

The following procedures should be followed in the event of an emergency.

#### Communications

- The manager or designee will communicate the designated evacuation space to participants at the beginning of the event.
- The Emergency Manger will communicate to the event participants in an emergency with a
  - Bull Horn
  - PA system
  - Emergency level voice

#### Fire

- Call 911
- Assist injured or disabled personnel.
- Evacuate the building. Activate emergency shutoffs if available.
- Attempt to use a fire extinguisher only if you have been trained.
- Evacuate participant to

#### Medical Emergency

- Identify the medical emergency.
- If life threatening, call 911.
- Administer first aid if properly trained.
- Evacuate the injured person to HRRMC

#### Violent incident

- Call 911.
- Attempt to avoid the situation – move participants away
- Try to deny contact-evacuate to Cars and local business  
lock/block doors, turn off lights, silence phones.
- If necessary defend - distract, attack, subdue.

#### Severe Weather/Natural incident

- Move participants away from threat if possible.
- Evacuate to Cars/Homes/local business
- Call 911

#### Urgent Situation (suspicious person, package, activity or bomb threat)

- Call 911.
- State who, what, where, when, why, and how situation occurred.
- If bomb threat, turn off all electronics.





**CITY OF SALIDA**

Permit #: \_\_\_\_\_

**AMPLIFIED SOUND PERMIT**

**Please fill out form completely, sign and date prior to submission.**

Pursuant to Article IX Section 10-9-80 S.M.C., Salida Concerts, Inc. (Permittee) has been granted this permit to exceed the maximum sound levels established in Article IX Section 10-9-80, S.M.C., in accordance with the following terms and conditions:

Permittee: Salida Concerts, Inc

Address: PO Box 13, Salida CO 81201

Telephone: 719 - 207-4456

Individual supervising sound (if different from Permittee): \_\_\_\_\_

Activity/event: American Brass Quintet Concert

Type of sound amplification equipment authorized (if any): PA System

Location: Riverside Bandshell

Date(s): July 17<sup>th</sup> 2021

Hours of operation: 3:00 - 9:30 pm

Additional terms/conditions (attach additional sheets if necessary): \_\_\_\_\_

Expiration: \_\_\_\_\_

**This permit will not be issued beyond 10:00 p.m.**

**The Permittee shall ensure that the sound/activity authorized by this permit shall be conducted in compliance with all applicable City ordinances and regulations, and a failure by the Permittee to do so, or to comply with all terms and conditions set forth hereinabove, may result in the summary revocation of this permit.**

Accepted and agreed to by the Permittee: Mary Sandhill

Date: 6/14/2021

Approved by the City Administrator on the \_\_\_\_\_ day of \_\_\_\_\_.

City of Salida: \_\_\_\_\_ (City Administrator)

Copies to: Police \_\_\_ Public Works \_\_\_ Fire \_\_\_ City Clerk \_\_\_ City Zoning \_\_\_