

March 10, 2022

To: City Council Consent panel

Re: Salida Art Walk SPECIAL EVENTS MEETING

Greetings to you from Salida Art Walk Committee,

This year our intentions are to host our **29th Annual SALIDA ART WALK**, a respected well attended tradition celebrating art in Galleries presenting local artists. The event takes place on a three-day weekend in our historic creative district. It is a cultural event for our mountain town, and a rich experience for visitors of all ages. Families can spend the weekend connecting with their imaginations through art. Pedestrians stroll along the streets, enjoy the beautiful shade in the park, eat in our Restaurants. ART Walk invites a unique kind of intimacy without big noise and hustle. We shine the spotlight on the Galleries and the artists, yet it has reportedly been great revenue for businesses who participate with us in creating a cohesive event.

The advantage of street closure on a three-block section of F street, is that gives people a strong definition of where to go - "Here is the ART WALK". It also provides a safer space for walkers to walk with us in the mountain sunshine. Our gifted community can more easily be taken in.

Hotels and businesses on Highway 50 have told us they benefit from increased revenue and some like the opportunity to be identified in the culture of their community. Our many volunteers work very hard to plan and carry out all the details that are required for the success of a safe and fun weekend.

We thank you for guidance and will appreciate permission to celebrate local art in this tradition for another year in Salida.

Sincerely,



Christy Sower

Salida Art Walk Chair

719-221-2382

Attached:

- **MULTIPLE VENDOR PERMIT/ \$75.00** check submitted on 2.7.22
- **PARKS & Rec Application and deposit** for \$200 check submitted on 2.16.22
Insurance renewal to be submitted in June when renewed
- **EMERGENCY plan, with SOUND PERMIT** submitted 3.8.22
- **PETITION for Street Closure** submitted 3.8.22

OUTLINE OF ACTIVITIES for SALIDA ARTWALK weekend of June 24-26, 2022

1. **Thursday June 23rd KICK OFF Celebration 4-8pm**
MINI MASTERPIECE Silent Auction at the Steam Plant Annex.
Paquette Gallery Exhibit
2. **June 24, 25, 26, 2022**
RIVERSIDE PARK/ Event begins at NOON./ **7am Friday thru 7pm Sunday**
Set up begins at 8am at the Corner near SACKETT & F STREET.
 - **WELCOME TENT-** Greet, Direct & handout program to visitors.
First Aid Kit, water. Emergency contact here.
 - A **COMMUNITY WALL PAINTING** for all ages. Monitored by volunteers.
 - **Possible METAL SMITH** in corner near Sackett.
 - At this time nothing is scheduled for the Amphitheater.
 - **EMERGENCY PLAN Lead** roving in park with bull horn.
Contacts & Phone numbers will be on persons greeting in the park.
Available extinguisher & Fire Dept #
3. **F STREET CLOSURE for pedestrians only is being requested from Sackett to 3rd street**
Businesses hosting an artist are able to **POP-UP VENUES**.
Galleries may choose to host receptions in the evening hours.
All businesses in the designated **CREATIVE DISTRICT** are invited to be included on our program map.
4. **Salida Regional LIBRARY** is participating as an Art Venue. Several afternoon presentations are in process such as, Author reading & Youth Writing Workshop hour and art class.
5. **SUNDAY** winds down with low-key sales continuing until 2ish.
6. **CLEAN UP** begins after 2pm.

SALIDA ART WALK 2022 in its 29th year has evolved into a cultural tradition in our community. Our focus is to celebrate and support local artists and Galleries in the downtown Salida Creative District. We operate under the 501C3 umbrella of SCFA,

Salida Council for the Arts, and we are funded by local sponsorship. Thanks to the many volunteers it takes to organize and carry out this weekend event, we aim to inspire creative fun and to cultivate good will in our community.

Park rental and special event request form

Contact Name *

Christy Sower

Contact email *

christyss@frontier.com

Contact Phone Number *

5033092131

Event/Activity Name *

Salida Art Walk

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. *

29th Annual weekend celebration of the Arts in Salida. Downtown businesses and galleries present works by local artists.

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? *

500

Start date desired *

MM DD YYYY

06 / 24 / 2022

Start Time Desired (please include load in time) *

Time

07 : 00 AM ▼

End date desired *

MM DD YYYY

06 / 26 / 2022

End Time Desired (please include load out time) *

Time

07 : 00 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



Invoice 12985297

2/16/2022 9:57:17 AM

Client

Organization

Park Rentals
410 West Rainbow Boulevard
Salida, CO
81201

City of Salida Parks & Recreation
410 West Rainbow Blvd./ Hwy 50
Salida, CO
81201

Riverside park rental deposit 06/24-06/26

\$200.00

Sub Total	\$200.00
State Sales Tax	\$0.00
County Sales Tax	\$0.00
City Sales Tax	\$0.00
Order Total	\$200.00

Created by: **Cat Hileman**

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Street Closure Petition

Event location: "F" ST between SACKET & 3RD Date: JUNE 24, 25, 26

Event time/ Start: 7AM FRIDAY Finish: 7 PM SUNDAY

Event coordinator: CHRISTY SOWER Phone: 719 221 2382

Email address: GWEN MEYTHALER Cell phone: 719 539 3664
CHRISTY.SOWER@gmail.com

	NAME AND ADDRESS Please print	BUSINESS NAME	Support Yes or No	SIGNATURE
	PHIL CURTIN 127 F	AMICAS	YES	<i>Phil Curtin</i>
25	JAMAR MADHIGAL 130 F	CORVUS/132 F	YES	<i>Jamar Madhigal</i>
	<i>Michelle Sauer</i> 130 F	Fant + More	YES	<i>Michelle Sauer</i>
	<i>Melinda Sauer</i> 128 F	OPAL BOUTIQUE	YES	<i>Melinda Sauer</i>
5	Donna Cole 116 F	Kaleidoscope Bar	YES	<i>Donna Cole</i>
	Michael Clark 108 F	Michael Clark Gallery	YES	<i>Michael Clark</i>
	John Cameron 109 F	Salida Books	YES	<i>John Cameron</i>
	FARRAH FINE 117 F	DRIFT + AMBIENCE	YES!	<i>Farah Fine</i>
	Andrea Mossman "	AVMARTS+EVENTS	YES!	<i>Andrea Mossman</i>
10	Katie Maher 119 NF	Katie Maher fine Art	YES	<i>Katie Maher</i>
	Wendy Stewart	The Lobby	YES	<i>Wendy Stewart</i>
	Isaac Asberry 148 NF	Salida Bike Co	YES	<i>Isaac Asberry</i>
	Stephanie Kuhn 140 NF	Dexter Murphy	YES!	<i>Stephanie Kuhn</i>
	Johnna Baughman 118 NF	Eye Candy	YES!	<i>Johnna Baughman</i>
15	Brett Eichmke 128 NF	Benson's	YES	<i>Brett Eichmke</i>
	DAMON REDFEATHER 12 NF	CURRENTS	YES	<i>Damon Redfeather</i>
	Wesley Schuchman 110 NF	Salida Mtn. Sports	YES	<i>Wesley Schuchman</i>
	Maddy 100 F St. 108 F	Yolo Clothing	YES	<i>Maddy</i>
	<i>John Palmer</i> 115 F	Yutters	YES	<i>John Palmer</i>
20	Brian Kuhl 200 F St	Nat'l Grocers	YES	<i>Brian Kuhl</i>
	Geoff Feltner 147 F	53 Dine	YES	<i>Geoff Feltner</i>
	Star Belmont 148 F	Mixing Bowl	YES	<i>Star Belmont</i>
	Kristin Volter "	Mixing Bowl	YES	<i>Kristin Volter</i>
	Valerie Spanier 102 NF	Ruby Blues	YES	<i>Valerie Spanier</i>
25	Gail Franzella 123 F	Edward Jones	YES	<i>Gail Franzella</i>
	William Smith 137 F	Salida Pharmacy/Farmacia	YES	<i>William Smith</i>
	Austin D. Ramsey 222 F	Free the Monkey	YES!	<i>Austin D. Ramsey</i>
	Scotty Hynes 243 F	Fun Street Arcade	YES	<i>Scotty Hynes</i>
	Joel Luehrs 242 F	Moonlight Pizza	YES	<i>Joel Luehrs</i>
30	MICHAEL ALMEIDA 102 NF	RUBY BLUES	YES	<i>Michael Almeida</i>
	David Hynes 101 NF	Fantasy Games & Comics	YES	<i>David Hynes</i>
	Trisha Anjemena 112 F	RE/MAX MVP	YES	<i>Trisha Anjemena</i>
	MARK RITMANN 119 F St.	MAVERICK Potter	YES	<i>Mark Ritmann</i>
35				

[illegible]



City of Salida Multiple Vendor Event Permit Application

Date of Application 2.4.22

Event Name: SALIDA ART WALK

1. Event location(s): DOWNTOWN CREATIVE DISTRICT SALIDA
2. Date(s) & times(s) of event: JUNE 24'22^(NOON) 7AM TO JUNE 26 2PM
SETUP

3. Individual or organization sponsor(s): _____

Address: _____

Phone: _____ E-mail: _____

4. Contact Person: CHRISTY STEPHENS - SOWER

Phone: 719.221.2382 E-mail: CHRISTY.SAN22@gmail.com

5. List Participating Vendors:

**REQUIREMENT: PROVIDE A COPY OF THE CURRENT STATE LICENSE
FOR EACH VENDOR**

we will have our
list of vendors
finalized by
JUNE 15th, 22

#6. INS Renewal
to be submitted
June 15th
per Leslie Jorganson
+ Sara Law's
Thank You

(If additional space is needed, please attach a list of participating vendors.)

6. Provide Proof of Insurance (The City Administrator, at his or her discretion, may require the City be named as an additional insured.)

Copy of Insurance Attached (Yes or No) _____

Required Fees and Checklist:



\$75 Application Fee



\$20 per participating vendor: Number of Vendors _____ X \$20 = _____



Current Colorado Sales Tax License for each participating vendor



Proof of Insurance

Signed:

Event Sponsor:

contact: Christy Stephens
Chair

City of Salida: _____

Date:

2.4.22

Date: _____



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. CHRISTY SOWER	719 321 2382		Christy Sower
2.			
3.			
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

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

Fire

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

Medical Emergency

1. Identify the medical emergency.
2. If life threatening, call 911.
3. Administer first aid if properly trained.
4. Evacuate the injured person to

Heart of the Rockies medical Center

Violent incident

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

Severe Weather/Natural incident

1. Move participants away from threat if possible.
2. Evacuate to
3. Call 911

Shelter

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

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

EMERGENCY ACTION PLAN

Salida ART WALK at RIVERSIDE PARK June 24-26

Our plan for notifying the public of an emergency will be the use of a bullhorn.

- In case of a weather emergency guests will be instructed to exit the park in a southern direction.
 - If there is a medical emergency we will call 911.
 - If a Fire emergency, contact the fire department & move people away.
 - Signage will be posted with these procedures.
-
- Emergency contact: Christy Sower 719-221-2382



CITY OF SALIDA
AMPLIFIED SOUND PERMIT

Permit #: _____

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

Pursuant to Article IX Section 10-9-80 S.M.C., _____ (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: CHRISTY STEPHENS - SOWER

Address: 120 W. 1ST ST, SALIDA CO 81201

Telephone: 719-221-2392

Individual supervising sound (if different from Permittee): SAME

Activity/event: SALIDA ART WALK

Type of sound amplification equipment authorized (if any): _____

if any Small AMPLIFICATION, but mostly ACOUSTIC MUSIC

Location: SPOT LOCATIONS VARY ON F STREET between Sackett & 3RD

Date(s): JUNE 24, 25, 26, 2022

Hours of operation: 2-8pm POSSIBLE

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: _____

Date: _____

Approved by the City Administrator on the ____ day of _____.

City of Salida: _____ (City Administrator)

Copies to: Police ____ Public Works ____ Fire ____ City Clerk ____ City Zoning ____
Amplified Sound Permit