

SALIDA COLORADO CHAMBER of COMMERCE

406 W. Hwy. 50 • Salida, CO 81201 • (719) 539-2068 • Fax (719) 539-7844
www.salidachamber.org • email: info@salidachamber.org

March 17, 2022

To: Mayor Dan Shore and The Salida City Council
448 E. First St.
Salida, CO 81201

Attn: Sara Law
Deputy City Clerk
City of Salida

Re: Ride the Rockies Party at Riverside Park
June 14, 2022
1:00 p.m.- 9:00 p.m.

Mayor Dan Shore and The Salida City Council,

The Salida Chamber of Commerce requests the use of Riverside Park for hosting the Ride the Rockies party for the cyclists and their entourage, slated for Tuesday, June 14 from 1p.m. to 9:00 p.m. We are requesting the private use of Riverside Park and allowance for coring off parking spaces on the park side of Sackett Street, for blocking areas for our food trucks and port-o-lets. The cones will be put in place beginning the morning of Monday, June 13th, to ensure space for our local food vendors and port-a-potties. On the following day, we will keep the cones in place for allowance for unloading via our beer vendors (unless they can park there the evening of Monday the 13th).

Set up, at Riverside Park, will begin at 9:00 am on Tuesday and the event will begin at 1:00 p.m. We are requesting permission to host beer vendors, food vendors, and live music. We will encircle the park and parking spaces along Sackett St. (food vendors and port-a-potties) with fencing to confine all food and alcohol consumption to the park area only. We will encourage all riders to exit the park by 8:30 and have all elements of the event cleared from the area by 9:30 p.m., with all areas free of any debris.

Coned Off Parking Spaces

June 13th: Cone off Parking Spaces along Sackett from E to F Streets beginning at 8:00 a.m., as they are vacated, in order to allow for placement of food vendors, and port-a-potties.

June 14th: We will be using the entire park, excluding the playground area east and Scout Hut, for the cyclists and their entourage and will be hosting live music in the amphitheater from 3:00p.m. to 8:00 p.m. There will not be music past 8:00 p.m. We will also be using the power box for food vendors as needed.

Page -2-

Re: Ride the Rockies Party at Riverside Park

We will have 35 port-a-potties (2 ADA units), all with hand sanitizing stations. These will be placed along Sackett Street in the fenced parking spaces. There will also be 3 hand washing stations.

We will have 8 (64) gallon large totes for recycling, 23 (64) gallons for trash, plus, 2, 2-yard containers for trash.

Emergency services will be notified.

If you need anything else from the Chamber, or have any questions regarding this event, please don't hesitate to ask. Please phone us at 539-2068.

Thank you for your time and consideration.

Sincerely,



Lori Roberts
Executive Director
Salida Chamber of Commerce
lori@salidachamber.org
www.salidachamber.org
719.539.2068 o
719.221.3366 c



City of Salida Multiple Vendor Event Permit Application

Date of Application 3/17/2022

Event Name: Ride The Rockies Party at Riverside Park

1. Event location(s): Riverside Park

2. Date(s) & times(s) of event: 6/14/2022

09:00 a.m.

09:00 p.m.

3. Individual or organization sponsor(s): Salida Chamber of Commerce

Address: 406 W. Hwy 50 Salida, CO 81201

Phone: 719-539-2068 E-mail: lori@salidachamber.org

4. Contact Person: Lori Roberts

Phone: 719-221-3366 E-mail: lori@salidachamber.org

5. List Participating Vendors:

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

Mountain Pass Panini

Sonny's Food Truck

(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) Yes

Required Fees and Checklist:

- ☒ \$75 Application Fee
- ☐ \$20 per participating vendor: Number of Vendors 2 X \$20 = 40
- ☐ Current Colorado Sales Tax License for each participating vendor
- ☐ Proof of Insurance

Signed:

Event Sponsor: Loei Roberts

City of Salida: _____

Date: 3/17/22

Date: _____

APPLICATION FOR A SPECIAL EVENTS PERMIT

Department Use Only

IN ORDER TO QUALIFY FOR A SPECIAL EVENTS PERMIT, YOU MUST BE NONPROFIT
AND ONE OF THE FOLLOWING (See back for details.)

- | | | |
|--|--|---|
| <input checked="" type="checkbox"/> SOCIAL | <input type="checkbox"/> ATHLETIC | <input type="checkbox"/> PHILANTHROPIC INSTITUTION |
| <input type="checkbox"/> FRATERNAL | <input type="checkbox"/> CHARTERED BRANCH, LODGE OR CHAPTER | <input type="checkbox"/> POLITICAL CANDIDATE |
| <input type="checkbox"/> PATRIOTIC | <input type="checkbox"/> OF A NATIONAL ORGANIZATION OR SOCIETY | <input type="checkbox"/> MUNICIPALITY OWNING ARTS FACILITIES |
| <input type="checkbox"/> POLITICAL | <input type="checkbox"/> RELIGIOUS INSTITUTION | |

LIAB TYPE OF SPECIAL EVENT APPLICANT IS APPLYING FOR:

2110 ☒ MALT, VINOUS AND SPIRITUOUS LIQUOR \$25.00 PER DAY

2170 ☐ FERMENTED MALT BEVERAGE (3.2 Beer) \$10.00 PER DAY

DO NOT WRITE IN THIS SPACE

LIQUOR PERMIT NUMBER

1. NAME OF APPLICANT ORGANIZATION OR POLITICAL CANDIDATE

Heart of the Rockies Chamber of Commerce

State Sales Tax Number (Required)

84-0312015

2. MAILING ADDRESS OF ORGANIZATION OR POLITICAL CANDIDATE
(include street, city/town and ZIP)

406 W. Hwy 50
Salida, CO 81201

3. ADDRESS OF PLACE TO HAVE SPECIAL EVENT
(include street, city/town and ZIP)

Riverside Park
Sackett and F Street
Salida, CO 81201

NAME

DATE OF BIRTH

HOME ADDRESS (Street, City, State, ZIP)

PHONE NUMBER

4. PRES./SEC'Y OF ORG. or POLITICAL CANDIDATE

Michael Varnum

5. EVENT MANAGER

Lori Roberts

6. HAS APPLICANT ORGANIZATION OR POLITICAL CANDIDATE BEEN
ISSUED A SPECIAL EVENT PERMIT THIS CALENDAR YEAR?

☐ NO ☒ YES HOW MANY DAYS? _____

7. IS PREMISES NOW LICENSED UNDER STATE LIQUOR OR BEER CODE?

☒ NO ☐ YES TO WHOM? _____

8. DOES THE APPLICANT HAVE POSSESSION OR WRITTEN PERMISSION FOR THE USE OF THE PREMISES TO BE LICENSED? ☒ Yes ☐ No

LIST BELOW THE EXACT DATE(S) FOR WHICH APPLICATION IS BEING MADE FOR PERMIT

Date June 14, 2022

Hours From 9 a.m.
To 9 p.m.

Date
Hours From .m.
To .m.

Date
Hours From .m.
To .m.

Date
Hours From .m.
To .m.

Date
Hours From .m.
To .m.

OATH OF APPLICANT

I declare under penalty of perjury in the second degree that I have read the foregoing application and all attachments thereto, and that all information therein is true, correct, and complete to the best of my knowledge.

SIGNATURE

Lori Roberts

TITLE

Executive Director

DATE

3/17/2022

REPORT AND APPROVAL OF LOCAL LICENSING AUTHORITY (CITY OR COUNTY)

The foregoing application has been examined and the premises, business conducted and character of the applicant is satisfactory, and we do report that such permit, if granted, will comply with the provisions of Title 12, Article 48, C.R.S., as amended.

THEREFORE, THIS APPLICATION IS APPROVED.

LOCAL LICENSING AUTHORITY (CITY OR COUNTY)

☐ CITY

☐ COUNTY

TELEPHONE NUMBER OF CITY/COUNTY CLERK

SIGNATURE

TITLE

DATE

DO NOT WRITE IN THIS SPACE - FOR DEPARTMENT OF REVENUE USE ONLY

LIABILITY INFORMATION

License Account Number

Liability Date

State

TOTAL

-750 (999) \$

APPLICATION INFORMATION AND CHECKLIST

THE FOLLOWING SUPPORTING DOCUMENTS MUST BE ATTACHED TO THIS APPLICATION FOR A PERMIT TO BE ISSUED:

- ☐ Appropriate fee.
- ☐ Diagram of the area to be licensed (not larger than 8 1/2" X 11" reflecting bars, walls, partitions, ingress, egress and dimensions.
Note: If the event is to be held outside, please submit evidence of intended control, i.e., fencing, ropes, barriers, etc.
- ☐ Copy of deed, lease, or written permission of owner for use of the premises.
- ☐ Certificate of good corporate standing (NONPROFIT) issued by Secretary of State within last two years; **or**
- ☐ If not incorporated, a NONPROFIT charter; **or**
- ☐ If a political Candidate, attach copies of reports and statements that were filed with the Secretary of State.

- ☐ APPLICATION MUST FIRST BE SUBMITTED TO THE LOCAL LICENSING AUTHORITY (CITY OR COUNTY) AT LEAST THIRTY (30) DAYS PRIOR TO THE EVENT.
- ☐ THE PREMISES TO BE LICENSED MUST BE POSTED AT LEAST TEN (10) DAYS BEFORE A HEARING CAN BE HELD. (12-48-106 C.R.S.)
- ☐ AN APPROVED APPLICATION MUST BE RECEIVED BY THE LIQUOR ENFORCEMENT DIVISION AT LEAST TEN (10) DAYS PRIOR TO THE EVENT.
- ☐ CHECK PAYABLE TO THE COLORADO DEPARTMENT OF REVENUE

(12-48-102 C.R.S.)

A Special Event Permit issued under this article may be issued to an organization, whether or not presently licensed under Articles 46 and 47 of this title, which has been incorporated under the laws of this state for the purpose of a social, fraternal, patriotic, political or athletic nature, and not for pecuniary gain or which is a regularly chartered branch, lodge or chapter of a national organization or society organized for such purposes and being non profit in nature, or which is a regularly established religious or philanthropic institution, and to any political candidate who has filed the necessary reports and statements with the Secretary of State pursuant to Article 45 of Title 1, C.R.S. A Special Event permit may be issued to any municipality owning arts facilities at which productions or performances of an artistic or cultural nature are presented for use at such facilities.

If an event is cancelled, the application fees and the day(s) are forfeited.

but it won't automatically close your account. In order to close your account and cease any future liability, you must file form DR 1102 with the Department of Revenue.

DR 0140 (02/16/11)
DEPARTMENT OF REVENUE
DENVER CO 80261-0013

Must collect
taxes for:

SALES TAX LICENSE

THIS LICENSE MUST BE POSTED AT THE FOLLOWING LOCATION
IN A CONSPICUOUS PLACE: JEFFERY BRYAN LITTLE
318 DODGE ST SALIDA CO 81201-3125

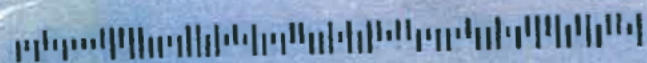
STATE
COLORADO

COUNTY
CHAFFEE

CITY
Salida

| USE ACCOUNT NUMBER for all references | LIABILITY INFORMATION | | | | | ISSUE DATE | | | LICENSE VALID TO DECEMBER 31 |
|---|-----------------------|--------|----------|--------|----------------|------------|-----|------|------------------------------------|
| | county | city | industry | type | liability date | month | day | year | |
| 95026020-0000 | 31-00 | 31-006 | L | 101921 | Jan | 04 | 22 | 2023 | |

**THIS LICENSE IS NOT
TRANSFERABLE**



TWO PALS PANINI SHACK LLC
318 DODGE ST
SALIDA CO 81201-3125

Executive Director
Department of Revenue



COLORADO
Department of Public
Health & Environment

Chaffee County Public Health Environmental Health Program
448 E 1st St Salida CO 81201-2864

2022 License to Operate: Retail Food

License must be posted at the following location in a conspicuous place:

License #: RFE18043

Owner: Jeffery Little

DBA: Mountain Pass Panini
318 Dodge st
Salida CO 81201

This certifies that licensee shown hereon is
authorized and licensed to engage in business in
accordance with the provisions of the laws and
regulations of the Colorado Department of Public
Health & Environment. Any alterations to this
license will automatically make it null and void.

License Valid until: 12/31/2022

License Type: Mobile Unit (full service food)

Issued By: Chaffee County Public Health Environmental Health Program



City of Salida
448 E. First Street, Ste. 112
Salida, CO 81201
(719) 539-4555

Outdoor Vending Permit

12/15/2021
Date issued

014-2021
Permit Number

A PERMIT IS HEREBY GRANTED TO:

Mountain Pass Panini to maintain and operate an outdoor vending business
(Person Holder)

Name of Business: Mountain Pass Panini

Type of Business: Food Truck

Outdoor Vending location: 502 E. Highway 50
(Address where outdoor vending will operate)

[Signature]
City Manager or Designee

Outdoor Vending Expiration date: 01-15-2022

LICENSING DIVISION
CITY OF SALIDA
1000 E. FIRST STREET, SUITE 112
SALIDA, CO 81201
(719) 539-4555
www.cityofsalida.com



COLORADO

Department of Public
Health & Environment

Chaffee County Public Health Environmental Health Program
448 E 1st St Salida CO 81201

2021 License to Operate: Retail Food

License must be posted at the following location in a conspicuous place:

License #: RFE8668

Owner: Tim Heikes

DBA: Sonny's Food Truck
115 Pahlone Pkwy
Salida CO 81242

This certifies that licensee shown hereon is authorized and licensed to engage in business in accordance with the provisions of the laws and regulations of the Colorado Department of Public Health & Environment. Any alterations to this license will automatically make it null and void.

License Valid until: 12/31/2021

License Type: Mobile Unit (full service food)

Issued By: Chaffee County Public Health Environmental Health Program

3/17/22 Tim is waiting on his new license - will be arriving in the mail

R 0140 (02/16/11)
DEPARTMENT OF REVENUE
DENVER CO 80261-0013

STATE
COLORADO

COUNTY
ADAMS

RTD/CD

Must collect
taxes for:

**SALES TAX
LICENSE**

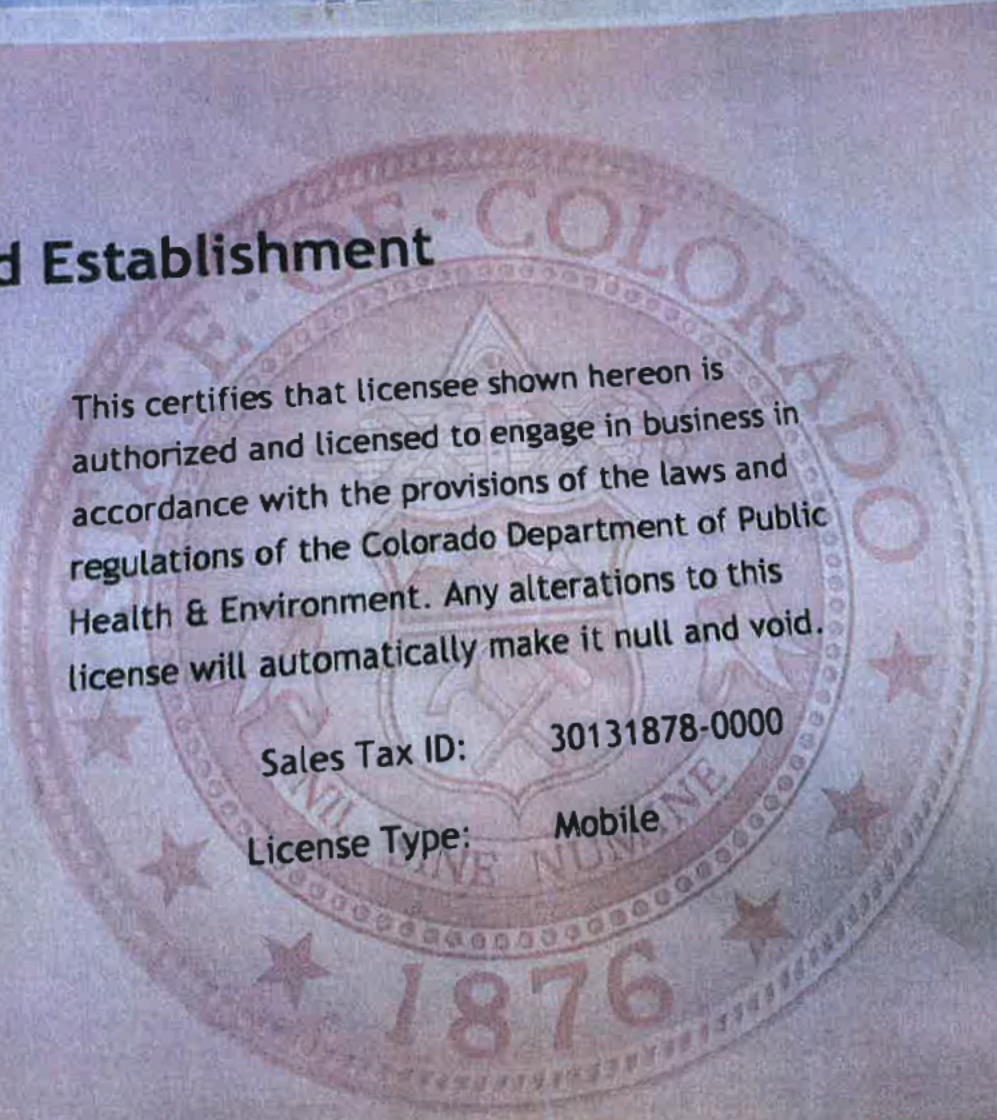
| USE ACCOUNT NUMBER for all references | LIABILITY INFORMATION | | | | | ISSUE DATE | | |
|---|-----------------------|------|----------|------|----------------|------------|-----|------|
| | county | city | industry | type | liability date | month | day | year |
| 33417862-0000 | 12 | 0043 | 012 | L | 110119 | Jan | 10 | 20 |

Mobile Food Establishment

This certifies that licensee shown hereon is
authorized and licensed to engage in business in
accordance with the provisions of the laws and
regulations of the Colorado Department of Public
Health & Environment. Any alterations to this
license will automatically make it null and void.

Sales Tax ID: 30131878-0000

License Type: Mobile



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CITY OF SALIDA

OVERVIEW OF LOCAL NOISE REGULATIONS & PERMITTING

Chapter 10, Article IX of the Salida Municipal Code (the "Code") establishes regulations and standards for noise within the City of Salida (the "City") to reduce and eliminate unnecessary and excessive noise which would otherwise be detrimental to residents and the community in the enjoyment of life, property, and the conduct of business. Of note, Section 10-9-30(c) of the Code provides that it is "unlawful for any person to emit or cause to be emitted any noise which leaves the premises on which it originates, inclusive of a public premises, crosses a property line and enters onto any other premises in excess" of the specified levels.

Pursuant to Sections 10-9-40(14) and 10-9-80 of the Code, however, the City may specifically exempt a particular noise from this prohibition through the issuance of a noise permit. Such a permit may include limitations and conditions to minimize the adverse impacts of the proposed noise may have on the community or surrounding neighborhood. Such limitations and conditions include, but are not limited to, the following: the hours of operation, maximum decibels, the type of sound amplification equipment, and the type of sound that may be amplified. No permit shall be issued for noise after 10:00 PM, with allowances to go until midnight on the Fridays and Saturdays of Memorial Day weekend, 4th of July weekend, and Labor Day weekend, and on the Thursday, Friday, and Saturday during the FIBArk Festival.

The issuance of a noise permit is at the sole discretion of the City Administrator or City Council, and the issuance of such permit does not confer any rights upon the permittee other than those expressly authorized by the permit. Violation of any of the conditions or limitations set forth in the noise permit may result in immediate revocation of the permit. Revocation of the noise permit does not preclude the City from seeking any remedies otherwise available under federal, state, or local law.

Applications for a noise permit must be submitted on the attached "Application for a Noise Permit" form and submitted at least five (5) working days prior to the date for which the permit is sought.



CITY OF SALIDA

NOISE PERMIT APPLICATION

Please fill out the form completely, including by signing and dating the application. Submitting an incomplete application is a basis for denial of a noise permit. Listing a particular type of audio amplification equipment, hours of operation, or any other information below does not guarantee the applicant's right to use such equipment or have an event at a particular time. Whether such application requests have been granted will be indicated in the issued permit.

Applicants may apply for events which are recurring (*i.e.*, live music every Thursday). Any such events should be clearly described as recurring in the event description and should identify all dates on which the event will occur.

Completed applications can be submitted in-person to the City Clerk at 448 E. First Street, Suite 112, or via email to clerk@cityofsalida.com. Applications must be submitted at least five (5) working days prior to the date for which the permit is sought.

I. Applicant Information.

| | |
|----------------------------------|--|
| Applicant Name: | Lori Roberts |
| Applicant Business/Organization: | Salida Chamber of Commerce |
| Applicant Phone: | 719 539-2068 office, 719-221-3366 cell |
| Applicant Email: | lori@salidachamber.org |
| Applicant Address: | 406 W. Hwy 50 Salida, CO 81201 |
| Sound Supervisor ¹ : | Michael Varnum |
| Sound Supervisor Phone: | 719-221-9478 |

II. Event Information.

Description of Event: We will be hosting a party for Ride the Rockies cyclists and their entourages with a few food trucks, beer and music. We will be working along with partners with the City of Salida, and the event owners, Ventures Endurance. Some of the event organizers will arrive in Salida on Monday, June 13, and the riders will arrive the following day at Riverside Park beginning at 1p.m., with majority to follow after 2p.m. Estimated number of people coming to town is 2,800, however the number that will attend the party will vary as people will dine and shop in town and enter party as they wish. The event will be enclosed with fencing, with attendees wearing identifiable wristbands. We will have music from 3p.m. - 8p.m. We plan to have everyone out of the park prior to 9p.m. with all evidence of the park cleaned up.

| | |
|-----------------------|----------------|
| Estimated Attendance: | 2,000 |
| Date(s): | June 14, 2022 |
| Hours of Event: | Noon - 8:30 |
| Location of Event: | Riverside Park |

Michael Varnum Sound Supervisor

¹ The sound supervisor will be responsible for responding to and immediately addressing noise or other complaints in the absence of the applicant/permittee.



III. Noise Information.

Type of Noise (e.g., live music, parade):

live music

Type of Sound Amplification Equipment:

Line Array type of system

IV. Agreement.

As the applicant for this noise permit, I, Lori Roberts, hereby agree and understand that it is my responsibility to ensure compliance with the conditions and limitations set forth in the permit and all laws, rules, and regulations of the City of Salida, the state, and the federal government. I further agree and understand that any violations of the permit or applicable laws may result in the immediate revocation of the permit. Violations of the conditions and limitations set forth in the permit or applicable laws shall also be grounds for denial of future permit applications. I further understand and agree that the permit and application fee are non-refundable and non-transferrable.

Signature:

Lori Roberts

Date:

3/11/2022

For use by the City Clerk only:

Application fee received: ☐ Yes ☐ No ☐ N/A

Signature: _____

Date: _____



CITY OF SALIDA NOISE PERMIT

Signature by the City Administrator on this noise permit indicates that the noise permit has been deemed granted to the applicant and the requested noise has been so authorized, subject to the conditions and limitations set forth below. Where the conditions or limitations set forth below contradict or conflict with the information contained in the application, the conditions and limitations will control.

I. Conditions and Limitations Applicable to All Permits.

The following conditions and limitations are applicable to all noise permits:

- No noise is permitted after 10:00 PM, unless specifically authorized by the City Council following a public hearing. No noise is permitted after midnight on the Fridays and Saturdays of Memorial Day weekend, 4th of July weekend, and Labor Day weekend. No noise is permitted after midnight on the Thursday, Friday, and Saturday during the FIBArk festival.
- No noise is authorized in excess of the maximum limit of 85 dB(A), as measured from any point along the property line or within the property line of the receiving premises. Measuring devices shall be those specifically utilized by the City of Salida.
- All amplification equipment shall be arranged so as to minimize the disturbance to neighboring properties, and permittees shall take reasonable measures to baffle or reduce noise impacts to neighbors.
- No outdoor amplified sound shall be permitted between November 1 through May 1.
- A maximum of sixty (60) amplified sound permits may be granted to same location during a single calendar year, unless additional permits are specifically authorized by the City Council following a public hearing.

II. Conditions and Limitations Applicable to this Permit.

The following conditions and limitations are applicable to this noise permit:

- _____
- _____
- _____

III. Expiration.

This noise permit is issued for the following dates and expires on the following date:

Date(s): _____

Expiration: _____

For use by the City Administrator only:

Application granted: [] Yes [] No

Signature: _____

Date: _____



March 14, 2022

TO: The City of Salida

FROM: Sherry Turner, Broker/Agent Aspen Insurance

RE: Heart of the Rockies Chamber of Commerce Proof of Insurance

To Whom It May Concern:

I am the agent for the above-mentioned client. Their next General Liability policy will renew on April 8, 2022. I'm unable to issue a certificate of insurance for the events listed below until the policy renews, however I can provide confirmation at this point.

Cover is currently provided by:

Secura policy number CP3205054 04/08/2021-04/08/2022

Ride the Rockies 06/14/2022 Riverside Park

Brewers Rendezvous 07/09/2022 Riverside Park

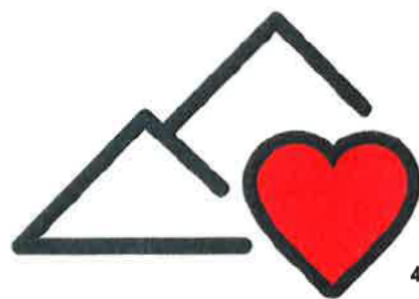
Sherry J Turner

Sherry J. Turner
Owner/Agent

1548 G. St Unit 1 Salida, CO 81201

Phone: 719-207-4301 Fax : 719-207-4303

www.salidaaspeninsurance.com



SALIDA COLORADO CHAMBER of COMMERCE

406 W. Hwy 50, Salida CO • 719-539-2068 • www.salidachamber.org • lori@salidachamber.org

March 17, 2022

As part of the Emergency Action Plan for the Ride the Rockies Party at Riverside Park, we will coordinate with local public authorities in advance of the event to understand their processes, including EMS, Police, and Fire.

Shared documentation will include maps of the venue with highlights of emergency access routes, first aid station, concession areas, parking, water/hydration station, plus port-o-lets and hand wash stations.

Evaluation of possibility of any risks to be reviewed will include:

- Severe weather patterns, thus watching the weather patterns prior to event, notifying attendees in advance to dress appropriately, and be prepared for rain showers, high temperatures or strong winds.
- Communications with local authorities if there be any known threat to the event (i.e., attendee or vendor with history of disobedience or possible mental health issues to be aware of).
- Consideration of transportation to include local shuttle service back and forth between Marvin Park and Riverside Park, with possible route to the restaurants on Highway 50. Advance advertisement will include awareness of local shuttle service, and taxi service plus maps of walking trails or streets for making their way downtown to Riverside Park.

Considering the vulnerabilities of our participants and attendees is crucial. Conversations will be had with vendors handlining beer station, focusing on proper pours, plus being aware of possible heat exhaustion/dehydration of the guests.

Communications plan will include:

- Call tree that outlines who should be contacted in an emergency, in what order to include the head of the Chamber of Commerce, the City of Salida and Ventures Endurance.
- Preparedness for good Wi-Fi signals will be tested prior to the event.
- Lead name(s) will be assigned to handle any media requests if there were to be any security issues, thus keeping messaging concise and calm.
- Identification of lead decision makers for authorizing cancellation of event due to severe weather or unforeseen act will be noted with contact name(s) and numbers.

- In the event evacuation were required and potential shelter needed, conversation will be had prior to event with local authorities regarding such assembly.

Other considerations:

- Volunteers and Staff will be identifiable via event shirts and or lanyards. along with an identifiable RTR HQ tent and Chamber of Commerce tent.
- Designated Drivers, or non-drinkers will be given a RED wristband with pinch closure. Nondrinkers caught drinking will be escorted out of the park.
- Marketing items will remind those following the cyclists to please leave their dogs at home. Doggy day care suggestions will be provided if unavoidable.

Suggestions or changes welcome. Our goal is to host a safe and welcoming event. Given State of Colorado and Chaffee County/City of Salida mandates relating to COVID-19 to be addressed if needed at a later date.

Thank you,



Lori Roberts, Executive Director
Salida Chamber of Commerce



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. <u>Lori Roberts</u> | 719-221-3366 | | |
| 2. <u>Michael Varnum</u> | 719-221-9478 | | |
| 3. <u>Bill Almquist</u> | <u>928 242 1124</u> | | |
| 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 Manager 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 Notify First Responder at tent. Wait for EMS.

Violent incident

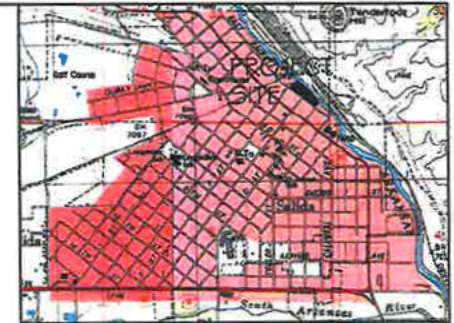
1. Call 911.
2. Attempt to avoid the situation – move participants away
3. Try to deny contact-evacuate to a safe area
lock/block doors, turn off lights, silence phones.
4. If necessary defend - distract, attack, subdue.

Severe Weather/Natural incident

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

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.



The site plan shows the layout of the Port of Lewiston, Maine. Key features include:

- Entrance:** Marked with a blue line and the word "ENTRANCE" in blue.
- Food Trucks:** Indicated by a yellow line and the text "FOOD TRUCKS" in blue.
- Port of Lew:** Labeled in blue text.
- Buildings:** Several rectangular buildings are shown, labeled "STORAGE", "PLANT", "WATER TREATMENT", "PUMP HOUSE", and "BARGE".
- Infrastructure:** Includes "SIDE OF PAVEMENT", "SIDE OF FENCE", "SIDE OF DRAIN", and "SIDE OF ROAD".
- Topography:** Contour lines are drawn across the site, with elevations ranging from 7000 to 7016.
- Vicinity Map:** A small inset map in the top right corner shows the location of the port relative to the city of Lewiston.
- Legend:** A legend is located at the bottom right of the plan.

| | |
|--|---------------------------------|
| | ELECTRIC METER |
| | ELECTRIC TRANSFORMER |
| | FIRE HYDRANT |
| | MAN HOLE |
| | POWER POLE |
| | WATER VALVE |
| | LIGHT POLE |
| | UNDERGROUND WATER CONTROL VALVE |
| | ABOVE GROUND WATER BOX |
| | TREE (1/4" DIAMETER) |
| | UNDERGROUND ELECTRIC WATER LINE |
| | UNDERGROUND STORM DRAIN PIPE |
| | FENCE |
| | CONCRETE |

1) ELEVATIONS SHOWN HEREON ARE BASED UPON NAVD 83
2) CONTIGUOUS INTERVALS: 10-2.0 FEET
3) FIELD WORK PERFORMED AUGUST 20 AND SEPTEMBER 1, 2009
4) UNDERGROUND UTILITIES SHOWN AS MARKED AND DESCRIBED BY THE CITY OF
SALENA. ADDITIONAL UNDERGROUND UTILITIES EXIST AND ARE NOT DEPICTED ON THIS
SURVEY. LANDMARK SURVEYING AND MAPPING ASSUMES NO RESPONSIBILITY FOR
THE ACCURACY OF ANY UNDERGROUND UTILITIES DEPICTED HEREON.

I, SYDNEY A. SCHEREN, A REGISTERED LAND SURVEYOR LICENSED TO PRACTICE IN THE STATE OF COLORADO, DO HEREBY CERTIFY THAT THIS LAND SURVEY WAS PERSONALIZED UNDER MY DIRECT SUPERVISION, AND THAT THE PLAN REPRESENTS THE RESULTS OF SAID SURVEY AND IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.

SYDNEY A. SCHREIN
COLORADO P.L.S. 379317



TOPOGRAPHIC SURVEY
OF RIVERSIDE PARK
SALIDA, COLORADO



LANDMARK
SURVEYING & MAPPING
P.O. BOX 668 SALEM, CO. 81201
TEL 303.456.4051 FAX 714.539.4771

504

202 # 0310

DATE: SEPTEMBER 11, 2009
SHEET 1 OF 1

Park rental and special event request form

 loloberts12@gmail.com (not shared) [Switch account](#)

 Draft saved

*** Required**

Contact Name *

Lori Roberts

Contact email *

lori@salidachamber.org

Contact Phone Number *

7192213366

Event/Activity Name *

Ride the Rockies Party at Riverside Park

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. *

We will be hosting a party for Ride the Rockies cyclists and their entourages with a few food trucks, beer and music. We will be building a FB page to host their visit to Salida. Estimated total of people coming to town in 2,800, however those that will attend party will vary as people will dine in town and shop, and enter party as they wish. We will have music from 3p.m.- 8p.m.



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? *



2000

Start date desired *

Date

06/14/2022

Start Time Desired (please include load in time) *

Time

09 : 00 AM ▼

End date desired *

Date

06/14/2022

End Time Desired (please include load out time) *

Time

09 : 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

If you checked any box other than "None of the above" You will need to submit additional documentation-visit the link below for more info.

<https://docs.google.com/document/d/1B7TntB0R6jSn001BEbe6d5YrdJonjglCBqSApBmne3I/edit>

Submit

Clear form

Never submit passwords through Google Forms.

This form was created inside of City of Salida. [Report Abuse](#)

Google Forms



Chaffee County Public Health &
Environmental Health
448 E. 1st St. STE 137
Salida, CO 81201
719-207-1498

Event Coordinator Form

Coordinators of community events in Chaffee County with retail food vendors must complete this form and submit to Chaffee County Public Health, packet MUST include: this form, all vendor applications, associated event fees.

At least ONE month prior to the event

The event coordinator fee for this application is \$50.00

(No fee required for non-profit or charitable organizations MUST provide a copy of the 501C-3 documentation)

Vendor Application fees are \$50.00 per vendor performing retail food services.

Event Information

Event name: Ride the Rockies Party at Riverside Park

Event date(s): June 14, 2022

Location of event: Riverside Park, Salida

Hours of event: 1-9p.m.

Expected peak day(s) if event is longer than one day: _____

Event coordinator name: Lori Roberts

Coordinator's phone number: 719-221-3366

Coordinator's mailing address: 406 W. Highway 50

Coordinator's email: lori@salidachamber.org

Contact person during the event (if different from above): _____

Contact phone number for day(s) of event: _____

719-221-3366

** Not sure
City cares to
see this; however
included.*

Services Provided On-Site to Retail Food Vendors (check all that apply)

Water Supply

- ☒ There is access to potable water taps on site
- ☐ Vendors must bring their own water supplies
- ☒ Public drinking water accessibility

Waste Water

- ☐ There will be liquid waste collection tanks/receptacles on site
- ☒ Vendors must arrange for their own wastewater disposal

Electricity

- ☐ There will be no electricity supplied on site
- ☒ There is access to electricity on site
- ☐ Generators will be provided for vendor use
- ☐ Vendors are allowed to use generators on site

Trash/Refuse

- ☒ Trash receptacles throughout the event for the public
 - ☒ Dumpsters on site for vendor and public trash removal
- How often is trash removed? as they fill up. Will have recycling totes as well.

Toilet Facilities

- ☒ Portable toilets How Many? 38
 - ☐ Other (include showers and other plumbed devices): _____
How many? _____
- How often will these be serviced? _____

Handwashing Facilities

- ☐ Hand sinks in permanently plumbed restrooms How many? _____
 - ☒ Mobile handwashing stations
- How often will these be serviced? throughout the day for paper towel replacement

Other services

- ☐ Refrigerated truck
- ☐ Commissary kitchen
- ☐ Ice
- ☐ Three-compartment sink set up for each vendor
- ☐ Other: _____

Temporary Event Site Map

Provide a labeled map of the entire Temporary Event area and include the following:

- ☒ Toilet facilities (portable and fixed)
- ☒ Handwashing facilities
- ☒ Trash containers
- ☒ Electrical hook-up points and generator locations
- ☒ Potable water taps for vendors
- ☒ Public drinking water stations
- ☐ Location of wastewater collection tanks or sanitary sewer
- ☐ Location of all food preparation and service areas on the event grounds (Food trucks)
- ☒ Retail food vendors
- ☒ Roadways, sidewalks, and walkways
- ☐ Refrigerated truck (if applicable)
- ☐ Commissary kitchen (if applicable)
- ☐ Petting Zoo (if applicable)

For DEPARTMENT use only

Approved ____ YES ____ NO Event Coordinator Fee: _____

of Vendors _____ Vendor Fee Totals: _____

EH signature: _____

(Application will be incomplete if this is not submitted.)

[illegible]