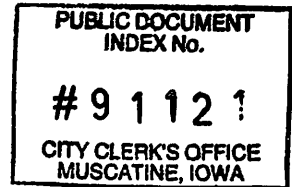



MEMORANDUM



To: Gregg Mandsager, City Administrator  
From: Richard Klimes, Director of Parks and Recreation   
Date: January 9, 2010  
Re: Request to Use Public Property – Melon City Criterium

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INTRODUCTION:

Please accept this memo and the attached information as a request from Mr. Greg Harper representing the Melon city Bike Club to close Weed Park to vehicular traffic on Sunday, May 30, 2010 from 6:00a.m. to 6:00p.m. for the 32<sup>nd</sup> annual Melon City Criterium Bike Race.

BACKGROUND:

The Melon City Bike Club has been very responsible in the past and has worked cooperatively with City staff and area neighbors. The event will involve hundreds of bicyclists racing around Weed Park. This activity needs to be approved by the City Council due to the request to close Weed Park and Park Drive to vehicular traffic.

RECOMMENDATION/RATIONALE:

At this time, City staff would recommend that the City Council approve the request as submitted for the 2010 Melon City Criterium. Additionally, the Muscatine Recreation Advisory Commission at the January 2010 regular meeting fully endorsed the request to use Weed Park for this event.

BACKUP INFORMATION:

1. City Application Form – City Code Title 3, Chapter 14
2. Event Sponsor Letter of Request

Thank you for your time and attention to this matter. Please contact me if you have any comments, questions or concerns.

C: Les Dennis, Park Maintenance Supervisor

CITY OF MUSCATINE

TITLE 3, CHAPTER 14

LICENSE #
WALLET#
STICKER#
RECEIPT#
ISSUED
EXPIRES

APPLICATION FOR USE OF ANY STREET, SIDEWALK, ROADWAY, ALLEY,  
PARK, PUBLIC WAY, PROPERTY OR FACILITY

1. Name and address of applicant and sponsoring organization, if any:  
Greg Harper, 619 Sunrise Circle, Muscatine, IA  
Melon City Bike Club, Inc
2. Type of event that is planned:  
32<sup>nd</sup> Annual Melon City Criterium  
Bicycle race
3. Proposed location:  
Weed City Park, Muscatine, IA
4. Dates: 5/30/2010 Time: 6am - 6pm  
Expected length of use: All day
5. Expected size of group: 2000+
6. Names, addresses and telephone numbers of any person or persons in charge of the proposed use at the specified location: Greg Harper, 619 Sunrise Circle, Muscatine, IA  
cell # 563-260-5393
7. Names and addresses of any persons to be featured as entertainers or speakers:  
Various midwest amateur cyclists.
8. List of mechanical or electronic equipment to be used:  
Tenspeed Event Services  
Professional finishline camera with sound amplification
9. Number and type of any motor vehicles or other forms of transportation to be used, including bicycles, boats, carriage and golf carts: One vehicle as a pace car to lead  
bike racers around Weed Park course and have  
race official monitor race.

10. Number and types of animals to be used: No animals.

11. A description of any sound amplication to be used: \_\_\_\_\_

Tenspeed Event Services

Professional finishline stage with sound system

Speakers ~~aimed~~ directed toward Weed Park

12. Proposed monitoring of the group and or activity including the number of people who will direct traffic, set up, clean up and maintain order, if necessary:

Melon City Bike Club volunteers as corner marshalls  
monitor intersections and barricades

13. All plans for the provision of security: Spectator safety maintained  
with corner marshalls & crossing guards  
2 way radio communication with race officials  
and corner marshalls

[www.muscatinecycling.com/MelonCityCriterium.html](http://www.muscatinecycling.com/MelonCityCriterium.html)

The applicant agrees to indemnify, defend and save harmless the City of Muscatine, together with its agents, officers and employees, from any and all claims, lawsuits, damages, losses and expenses, of what ever nature, which may result from or arise from the activity or event covered by the permit, including but not limited to the use of public ways, irrespective of whether said claims are frivolous or meritorious.

  
Authorized Representative

1/8/2010  
Date

November 25, 2009

Rich Klimes, Director  
Muscatine Parks and Recreation  
City Hall  
Muscatine, IA. 52761

Dear Mr. Klimes

Preparations for the 32nd Annual Melon City Criterium bike race are beginning. The date for the bike race is Sunday, May 30, 2010.

The Melon City Bike Club requests the closure of Weed City Park roads to vehicle traffic for the day of the bike race. Weed Park road closure would be from 6:30 a.m. to 5:30 p.m.

Melon City Bike Club members will cooperate with the Muscatine Police dept., Parks and Recreation dept. and the City Street dept. in safety measures for the Melon City Criterium. Road barricades, street sweeping, posting of no parking signs are examples of the assistance the city provides. The Melon City Bike Club has received excellent cooperation from the city the previous thirty one years. The Melon City Bike Club will abide by all city requirements and I look forward to working with your department again this year. The certificate of insurance with the city named as a third party will be forwarded to city hall prior to the bike race.

Local clubs, organizations, or vendors will be selling food in the park the day of the bike race with the proper city permits.

The aquatic center is a great facility for the racers to change clothes. Could the aquatic center be open for the racers again this year?

1 world, 2 wheels,

Greg Harper, ⚙️ race director ⚙️  
Melon City Criterium Committee  
Melon City Bike Club, Inc.  
P.O. BOX 431  
Muscatine, IA. 52761  
Ph. 563-264-2086 hm  
Cell 563-260-5393  
gharper@machlink.com