

Summary December 3rd, 2024

Committee Meeting

Economic Development Committee Meeting - 6:45 - Lee Tasseff

<u>Bill</u>	<u>Status</u>	<u>Title</u>	<u>Sponsor</u>	<u>Committee Meeting</u>
COUNCIL BEGINS				
CAUCUS BEGINS				
24-236	Vote	Authorizing renewal of an Agreement with the Richland County Commissioners for Payment of Counsel Fees for Indigent Criminal Defendants, and declaring an emergency.	Falquette	
24-237	Vote	Appropriating the sum of One Hundred Ten Thousand and 00/100 dollars (\$110,000.00) from the unappropriated Safety Services PRIDE Fund (#239), for the purpose of transferring funds to the Safety Services Fund (#214), based on actual and anticipated revenue through December 31, 2024, and declaring an emergency.	Falquette	
24-238	Vote	Submitting to the electors of the City of Mansfield, Ohio, the question of amending the Charter of the City to reimpose an additional levy of one-quarter percent (1/4%) municipal income tax for another period of four (4) years commencing July 1, 2025, for the exclusive purpose of rehabilitation and repair of streets and park roads, and declaring an emergency.	All Members of Council	
24-239	Vote	Submitting the question of adopting the continuation of an existing municipal income tax at the rate of one-quarter percent (0.25%) for a period of four (4) years from January 1, 2026 through December 31, 2029 for "City P.R.I.D.E.," to the electors of the City of Mansfield, Ohio, for their approval or rejection at the primary election to be held within the City of Mansfield, Ohio, on May 6, 2025, with such additional income tax receipts to be used exclusively for <u>P</u> ark <u>R</u> ecreation, <u>I</u> llumination, <u>D</u> emolitions, and <u>E</u> mergency services, and declaring an emergency.	All Members of Council	

24-240	Vote	Reenacting a portion of Chapter 193 of the Mansfield Codified Ordinances of 1997, as amended, to provide for a “City P.R.I.D.E.” levy of one-quarter percent (.25%) municipal income tax, after approval of such levy by the electors pursuant to § 718.01 of the Revised Code of Ohio, upon income taxable by the City of Mansfield for a period of four (4) years and commencing January 1, 2026 and ending December 31, 2029, to be used exclusively for <u>P</u> arks, <u>R</u> ecreation, <u>I</u> llumination, <u>D</u> emolitions, and <u>E</u> mergency services, and declaring an emergency.	All Members of Council	
24-241	Caucus Only	Amending Section 355.01, of the Mansfield Codified Ordinances, “Off-Street Parking”, and, declaring an emergency.	Diaz	
24-242	Caucus Only	Authorizing the Public Works Director to purchase for the Street Department, according to STS pricing contract #CTR0228131B, one (1) 2024 Case CE 621G Front End Loader from Southeastern Equipment Company, (3875 West Fourth St., Mansfield, Ohio 44903), in the amount of One Hundred Ninety-Five Thousand Seven and 00/100 Dollars (\$195,007.00), and declaring an emergency.	Diaz	
24-243	Caucus Only	Amending Sections 311.02 and 311.03 of Chapter 311 of the Mansfield Codified Ordinances, “Street Obstructions and Special Uses,” and declaring an emergency.	Diaz	

NEXT MEETING Tuesday, December 17th, 2024 7:00 Council to follow

AGREEMENT FOR PAYMENT OF COUNSEL FEES
FOR INDIGENT CRIMINAL DEFENDANTS
(Pursuant to Ohio Revised Code 120.33)

THIS AGREEMENT entered into on this ____ day of _____ between the Board of County Commissioners, Richland County, Ohio, with a mailing address of 50 Park Avenue East, Mansfield, Ohio 44902 (hereinafter referred to as "County"), and the City of Mansfield, Ohio, with a mailing address of 30 North Diamond Street, Mansfield, Ohio 44902 (hereinafter referred to as "City"),

WHEREAS, on December 4, 1980, pursuant to Ohio Revised Code 120.33, the County has adopted a Resolution, as found in Richland County Commissioners' Volume 45, Page 96-97, providing for the representation of indigent persons accused of crimes under a court-appointed attorney's system, the establishment of a schedule of fees to be paid to counsel for legal services so provided, and the authority by which the County may contract with the City with respect to legal fees for counsel appointed to represent indigent persons charge with violation of ordinances of municipal corporations, and

WHEREAS, the County has adjusted the schedule of fees to be paid counsel for such legal services from time to time and

WHEREAS, _____, the City enacted Ordinance # _____ authorizing it to enter into this Agreement, and

WHEREAS, the parties hereto are desirous of entering into a contract pursuant to Ohio Revised Code 120.33 relative to the payment of legal fees and expenses to counsel appointed by the Municipal Court of Mansfield, Ohio, to represent indigent person charged with violations of the ordinances of the City of Mansfield, Ohio.

NOW, THEREFORE, KNOW ALL MEN BY THESE PRESENTS, that in consideration of the mutual covenants contained herein and other good and valuable consideration, the parties agree as follows:

1. Pursuant to Ohio Revised Code 120.33 and the aforesaid resolutions, the County shall pay all legal fees of counsel appointed by the Municipal Court of Mansfield, Ohio to represent indigent persons charged with violations of the ordinances of the City of Mansfield, Ohio, plus authorized expenses.
2. The City agrees to reimburse the County for all legal fees and expenses which are paid by the County according to Item One above, within thirty (30) days of receipt of an invoice prepared by the County for such fees and expenses.
3. The County Agrees to pay the City all reimbursement received from the State Public Defender for said legal fees and expenses pursuant to Ohio

Revised Code 120.33 within thirty (30) days of such reimbursement.

4. Reimbursement by the municipal corporation for representation of such indigent persons shall not exceed the fee schedule in effect and adopted by the Richland County Commissioners.
5. This agreement shall be effective January ____, _____ and shall remain in effect until January ____, _____.
6. The County shall not assign all or any part of this Agreement without the prior written consent of the City, which consent shall not be unreasonably withheld.
7. If the County shall fail to fulfill in a reasonable, timely, and proper manner, its obligations under the Agreement, or if the County shall substantially violate any of the covenants, agreements, or stipulations of the Agreement, the City shall thereupon have the right to terminate this Agreement by giving written notice to the County of such termination and specifying an effective date thereof at least thirty (30) days before the effective date of said termination. Termination by the City shall not constitute a waiver of any other right or remedy it may have at law or in equity for breach of the Agreement by the County.
8. If the City shall fail to fulfill in reasonable, time, and proper manner, its obligations under this Agreement, or if the City shall substantially violate any of the covenants, agreements, or stipulations of this Agreement, the County shall thereupon have the right to terminate this Agreement by giving written notice to the City of such termination and specifying an effective date thereof at least thirty (30) days before the effective date of said termination. Termination by the County shall not constitute a waiver of any other right or remedy it may have at law or in equity for breach of the Agreement by the City.
9. All appointments made hereunder shall conform with the Standards of Indigency and other rules and standards established by the Ohio Public Defender Commission and the State Public Defender.
10. All amendments to this Agreement agreed upon by the parties shall be in writing and made a part of the Agreement.

ENTERED INTO at Mansfield, Ohio, the day and year first written herein.

City of Mansfield, Ohio

RICHLAND COUNTY, OHIO
BOARD OF COMMISSIONERS

by _____
Mayor
Date: _____

by _____
Commissioner Date

by _____
Finance Director, who
certifies sufficient funds have
been appropriated

by _____
Commissioner Date

Date: _____

by _____
Commissioner Date

APPROVED AS TO FORM:

Law Director
City of Mansfield, Ohio

BY: ALL MEMBERS OF COUNCIL

Submitting to the electors of the City of Mansfield, Ohio, the question of amending the Charter of the City to reimpose an additional levy of one-quarter percent (1/4%) municipal income tax for another period of four (4) years commencing July 1, 2025, for the exclusive purpose of rehabilitation and repair of streets and park roads, and declaring an emergency.

WHEREAS, Article XVIII, Section 9 of the Ohio Constitution requires that amendments to a city charter may be submitted to the electors of a municipality by a two-thirds vote of the legislative authority thereof, and

WHEREAS, Section 718.01 of the Ohio Revised Code requires that municipal income tax rates in excess of one percent (1%) must be approved by the voters of the municipality at a general, primary, or special election, and

WHEREAS, the City of Mansfield, by vote of the electors of said City, already has levied a municipal income tax at a rate in excess of one percent (1%), and

WHEREAS, this Council determines it to be necessary and in the best interest of the City of Mansfield, Ohio, and its inhabitants that funds continue to be raised by the levy of an additional one-quarter percent (1/4%) income tax for another period of four (4) years to be used solely for rehabilitation and repair of streets and park roads.

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE
CITY OF MANSFIELD, STATE OF OHIO:**

SECTION 1. That it is hereby determined that there shall be submitted to the electors of the City of Mansfield at the primary election to be held on May 6, 2025, during the regular hours of voting on such date as prescribed by Ohio law, the question of the amendment of the Charter of the City of Mansfield, Ohio, by reenacting Section 2.05 which shall read as follows:

SECTION 2.05. ADDITIONAL MUNICIPAL INCOME TAX

There is hereby imposed and levied an additional municipal income tax at the rate of one-quarter percent (1/4%) for a period of four (4) years commencing July 1, 2025, with the proceeds therefrom to be set aside and used exclusively for rehabilitation and repair of streets and park roads.

Such additional income tax shall be levied on those sources of income set forth in the income tax ordinance for the City of Mansfield on the effective date hereof, and the Director of Finance shall administer and collect such additional income tax proceeds pursuant to the provisions contained in such income tax ordinance.

This section shall take effect and be in force on and after July 1, 2025.

SECTION 2. That the ballots for said election shall be substantially in the following form, or similar form approved by the appropriate election authorities to express the intent and purpose hereof:

BY: ALL MEMBERS OF COUNCIL

Submitting the question of adopting the continuation of an existing municipal income tax at the rate of one-quarter percent (0.25%) for a period of four (4) years from January 1, 2026 through December 31, 2029 for "City P.R.I.D.E.," to the electors of the City of Mansfield, Ohio, for their approval or rejection at the primary election to be held within the City of Mansfield, Ohio, on May 6, 2025, with such additional income tax receipts to be used exclusively for Parks, Recreation, Illumination, Demolitions, and Emergency services, and declaring an emergency.

WHEREAS, § 718.01 of the Revised Code of Ohio requires that municipal income tax rates in excess of one percent (1%) must be approved by the electors of the municipality at a general, primary, or special election, and

WHEREAS, the City of Mansfield, Ohio, already levies a municipal income tax at a rate in excess of one percent (1%), and

WHEREAS, the City Council has determined, by the adoption of Ordinance #24-____, adopted on December 3, 2024, as an emergency measure to be effective immediately upon its approval and passage by a majority vote of the electors of the City of Mansfield voting on the question at the primary election to be held on May 6, 2025, to adopt a levy of the continuation of an additional one-quarter percent (0.25%) municipal income tax for the calendar years 2026, 2027, 2028, and 2029, with the additional income tax receipts to be used for exclusively for Parks, Recreation, Illumination, Demolitions, and Emergency services.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF MANSFIELD, STATE OF OHIO:

SECTION 1. That pursuant to the provisions of § 718.01 of the Revised Code of Ohio, the Board of Elections of Richland County, Ohio, is hereby directed and ordered at the primary election to be held on the fourth day of May 2025, to submit to the electors of the City of Mansfield, Ohio, for their approval or rejection the question of whether the continuation of an existing municipal income tax at the rate of one-quarter percent (0.25%) for a period of four (4) calendar years commencing January 1, 2026, and ending December 31, 2028, shall to be levied pursuant to such City's Ordinance #24-____ adopted by the City's Council on December 3, 2024, with such additional income tax receipts to be set aside and used for exclusively for Parks, Recreation, Illumination, Demolitions, and Emergency services.

SECTION 2. That the ballot shall be substantially in the following form:

PROPOSED MUNICIPAL INCOME TAX LEVY
CITY OF MANSFIELD
A Majority Affirmative Vote is Necessary for Passage.

Shall the Ordinance provide for the continuation of an existing one-quarter of one percent (0.25%) levy on income for the calendar years of 2026 through 2029, to be used exclusively for the following purposes in the following percentages: safety (50%), parks and recreation (22%), demolition of vacant properties and blight (20%), streetlights (8%), be passed?

FOR THE INCOME TAX	
AGAINST THE INCOME TAX	

SECTION 3. That the Mayor, the Clerk of the Council, and the Director of Law of the City of Mansfield are hereby directed and authorized to take all actions necessary on their part to submit the above question to the electors of the City of Mansfield, Ohio, at the primary election to be held on May 6, 2025.

SECTION 4. That the Clerk of the Council is hereby directed to forthwith, and not later than January 29, 2025, certify and file a true copy of this Resolution to the Board of Elections of Richland County, Ohio, together with a true copy of Ordinance #24-___.

SECTION 5. That the Board of Elections of Richland County, Ohio, is authorized and directed to make the necessary arrangements for the submission of this tax levy to the electors of the City of Mansfield, Ohio, certify same, and publish notice of this election prior to such election as required by law.

SECTION 6. That it is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Council and that all deliberations of this Council and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements, including § 121.22 of the Revised Code of Ohio.

SECTION 7. That by reason of the necessity for immediate action required to enable the City to submit the question of the adoption of the continuation of an existing municipal income tax on income taxable by the City to a vote of the electors of the City at the primary election to be held on May 6, 2025, pursuant to § 718.01 of the Revised Code of Ohio, which section requires that a copy of this Resolution be certified to the Board of Elections of Richland County, Ohio, at least ninety days prior to such election, this measure is determined to be an emergency Ordinance for the immediate preservation of the public peace, health, safety, and welfare of the City of Mansfield and its inhabitants and providing it receives the affirmative vote of two-thirds of all members elected to Council, it shall take effect and be in force immediately upon its adoption, otherwise from and after the earliest time allowed by law, after its passage and approval by the Mayor.

Caucus 3 December 2024
 1st Reading 3 December 2024
 2nd Reading
 PASSED 3 December 2024

SIGNED /s/ Phillip E. Scott
 President of Council

ATTEST /s/ LaConia James-Ross
 Assistant Clerk of Council

APPROVED /s/ Jodie Perry
 Mayor

APPROVED AS TO FORM: Roeliff E. Harper
 Law Director
 City of Mansfield, Ohio

* Publication Required

BY: ALL MEMBERS OF COUNCIL

Reenacting a portion of Chapter 193 of the Mansfield Codified Ordinances of 1997, as amended, to provide for a "City P.R.I.D.E." levy of one-quarter percent (.25%) municipal income tax, after approval of such levy by the electors pursuant to § 718.01 of the Revised Code of Ohio, upon income taxable by the City of Mansfield for a period of four (4) years and commencing January 1, 2026 and ending December 31, 2029, to be used exclusively for Parks, Recreation, Illumination, Demolitions, and Emergency services, and declaring an emergency.

WHEREAS, in accordance with the above, the City of Mansfield, without an increase in taxes, faces continued fiscal hardships, and because it is in the best interest of the City and its inhabitants to renew such income tax funds for the municipal government to maintain vital governmental functions at adequate levels and continue to improve the quality of living for its inhabitants, this levy shall be known as the "City P.R.I.D.E." levy, as the funds will be used exclusively for Parks, Recreation, Illumination, Demolitions, and Emergency services, and

WHEREAS, in accordance with the above, the City of Mansfield seeks to accomplish these goals by allocating levied funds into four specific funds for the following purposes in the following percentages: safety (50%), parks and recreation (22%), demolition of vacant properties and removal of blight (20%), street lighting (8%), and

WHEREAS, this one-quarter percent rate exceeds the maximum rate of one percent that can be levied without a vote of the electors pursuant to § 718.01 of the Revised Code of Ohio; it will be necessary to submit the additional tax proposal pursuant to this Ordinance to a vote of the electors of the City pursuant to § 718.01 of the Revised Code of Ohio.

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE
CITY OF MANSFIELD, STATE OF OHIO:**

SECTION 1. That § 193.012 of the Mansfield Codified Ordinances, as amended, pertaining to the institution of a tax levied by Chapter 193 thereof, as amended, be, and the same is hereby, reenacted to read as follows:

"193.012 PURPOSES OF TAX; RATE.

(A) To provide funds for the purpose of general municipal operations and other municipal purposes of the City of Mansfield, there is hereby levied a tax upon earnings at the rate of one percent (1%), upon the following:

- (1) On all salaries, qualifying wages, third-party sick pay, commissions, and other compensation earned on and after January 1, 1971, by resident individuals of the City of Mansfield.
- (2) On income from all lottery, gambling, sports winnings, and games of chance received by resident individuals of the City of Mansfield.

(3) On all salaries, qualifying wages, third-party sick pay, commissions, and other compensation earned on and after January 1, 1971, by nonresident individuals of the City of Mansfield, for work done or services performed or rendered in the City of Mansfield.

(4) On the net profits attributed to the City of Mansfield, earned on and after January 1, 1971, of all resident unincorporated businesses, professions, and other activities derived from work done or services rendered or performed and business or other activities conducted in the City of Mansfield.

(5) On the portion of the distributive share of the net profit earned on and after January 1, 1971, of a resident individual, partner, or owner of a resident unincorporated business entity attributable to the City of Mansfield and not levied against such unincorporated business entity.

(6) On the net profits attributable to the City of Mansfield earned on and after January 1, 1971, of all nonresident unincorporated businesses, professions, or other activities derived from work done or services performed or rendered and business or other activities conducted in the City of Mansfield.

(7) On that portion of the distributive share of the net profits earned on and after January 1, 1971, of a resident individual, partner or owner of a non-resident unincorporated business entity not attributable to the City of Mansfield and not levied against such unincorporated business entity.

(8) On the net profits earned on and after January 1, 1971, of all corporations derived from work done or services performed or rendered and business or other activities conducted in the City of Mansfield.

(B) In addition to the income tax levied pursuant to Section 193.012(A), there is hereby levied, to provide funds for the purpose of expenses and salaries in the Police and Fire Departments, a tax upon earnings at the additional rate of one-half of one percent ($\frac{1}{2}$ %) upon those items enumerated in Section 193.012(A)(1)-(8).

(C) In addition to the income tax levied pursuant to Sections 193.012(A) and 193.012(B), there is hereby levied, to provide funds for the purpose of expenses of operation of the municipal government, a tax upon earnings at the additional rate of one-quarter of one percent (.25%) upon those items enumerated in Sections Section 193.012(A)(1)-(8) to be allocated and expended exclusively as follows: safety services - fifty percent (50%); parks and recreation - twenty-two percent (22%); demolition of vacant properties and removal of blight - twenty percent (20%); and street lighting - eight percent (8%).

(D) In addition to the income tax levied pursuant to Sections 193.012(A), 193.012(B), and 193.012(C), there is hereby imposed and levied an additional municipal income tax at the rate of one-quarter percent ($\frac{1}{4}$ %) for a period of four (4) years commencing July 1, 2021, with the proceeds therefrom to be set aside and used exclusively for rehabilitation and repair of streets and park roads. Such additional income tax shall be levied on those sources of income set forth in Section 193.012(A)(1)-(8) of the income tax ordinance for the City of Mansfield on the effective date hereof, and the Director of Finance shall administer and collect such additional income tax proceeds pursuant to the provisions contained in such income tax ordinance.”

BY: MR. DIAZ

Amending Section 355.01, of the Mansfield Codified Ordinances, "Off-Street Parking", and, declaring an emergency.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF MANSFIELD, STATE OF OHIO:

SECTION 1. That Section 355.01 of the Mansfield Codified Ordinances of 1997, be, and the same is hereby, amended to read as follows:

355.01 MUNICIPAL OFF-STREET PARKING GARAGE AND CITY OWNED ~~OR LEASED~~ PARKING LOTS.

(a) Any City owned or leased off-street parking lot shall be under the general supervision and management of the Safety-Service Director, and he/she is authorized and directed to make and promulgate such rules and regulations, including minimum operating hours of the lots, in conformity with the provisions of this section, as may be necessary and desirable for the proper operation and administration of such facilities. The Safety-Service Director shall review this chapter yearly and propose changes as necessary.

(b) Parking in the lots shall be available for use, unless otherwise designated, on the basis of daily short term ~~and monthly leasing only~~ parking.

~~(c) The following rate schedule is hereby approved.~~

(1) Diamond and Third Parking	
Lot Space (non-City employee)	\$ 20.00 per month
Space (when under contract for ten or more spaces to the same non-City party)	\$15.00 per month
Space (City employee owned vehicle)	\$50.00 per year
Short term designated spaces (two hour maximum)	No charge
(2) Fourth and Main Parking Lot.	
Space (individual)	20.00 per month
Space (when under contract for ten or more spaces to the same party)	15.00 per month
Short term designated space (two hour maximum)	No charge

~~Provided that all contracts for ten or more spaces shall be subject to the provision that the lessee shall not sublet any of the spaces under his/her contract.~~

~~(d)~~(c) The following regulations governing parking at the Secured Police Parking Lot, the (lower) East Third Street Lot, Utility Collections Building Lot, the Southwest Adams Street Lot the (upper) Park Avenue East Lot and the Northwest Adams Street Lot, all of which are located at or near the Municipal Building, are hereby adopted.

(1) Secured Police Parking Lot.

A. All spaces within the secured area shall be for City owned vehicles.

(2) (Lower) East Third Street Lot – ~~92~~90 spaces.

A. ~~Fifty-six~~ **Seventy-Nine** spaces shall be for City officials and City owned vehicles and personal vehicles of City employees.

B. ~~Thirty-six~~ **Eleven** spaces shall be ~~metered and/or~~ free **public short-term, 2-hour** spaces.

i. **Spaces 28 through 34 general public parking.**

ii. **Spaces 38 and 39 shall be designated as short-term Handicap spaces and space 97 as Handicap Van Only space.**

iii. **Space 40 shall be for Combat injured Veteran.**

C. **Two spaces, 36 and 37, shall be designated for Social Security Administration Officials Parking Only.**

(3) Utility Collections Building Lot - 31 spaces.

A. ~~Fifteen~~ **Fourteen** spaces on the upper level shall be for Utility Collection customers.

B. Sixteen spaces on the lower level shall be for City owned vehicles and personal vehicles of City employees.

(4) ~~Southwest~~ **Northeast East Third Street at North** Adams Street Lot - 38 spaces.

~~A. Ten spaces shall be reserved for First United Methodist Church.~~

~~B.~~ (A) **Four-Thirty-Eight** spaces shall be for City-owned vehicles and personal vehicles of City employees.

~~C.~~ (B) **Twenty-four** shall be for personal vehicles of City and employees. **Spaces 20 through 30 shall be designated for City-owned vehicles.**

(5) (Upper) Park Avenue East Lot - 73 spaces.

A. ~~Twenty-six~~ **Sixteen** spaces shall be for ~~City officials, metered and/or~~ free public short-term spaces.

- i. Spaces 174 through 187 general public short-term, 2-hour spaces.
- ii. Spaces 172 and 173 shall be designated short-term, 2-hour Handicap spaces.

B. Forty-seven spaces shall be for personal vehicles of City employees.

C. Eight spaces shall be reserved for City-owned vehicles or Officials.

D. Two spaces shall be reserved for use by Richland County Sheriff Prisoner

Transport vehicles.

(6) (Maintenance) Northwest Adams Street Lot – 24 spaces.

~~(e)~~ (c) In order for a City employee to park a personal vehicle in one of the designated spaces as described in paragraphs (c)(1) ~~and (d)~~ **through (e)**, a placard provided by the City ~~as is~~ **is** required for each vehicle that might occupy such space. The cost of ~~said initial issued~~ **initial issued** placard(s), ~~irrespective of the number obtained,~~ shall be zero dollars (\$0.00) per year for each space. **Lost or replacement placards shall be five dollars (\$5.00) and obtained through the Safety-Service Director's Office.**

~~(f)~~ (d) Spaces for City officials, ~~metered and/or~~ **free short-term, 2-hour spaces** shall be located near the building.

~~(g)~~ (f) Specific allocations of secured and City official spaces shall be designated by the Safety-Service Director.

~~(h)~~ ~~(g)~~ Short term parking in any City owned ~~or leased~~ off-street parking lot shall be limited to a maximum duration of two hours and no person shall park a vehicle or permit a vehicle registered in his/her name to be parked in any short-term space beyond such two-hour time period. It shall be considered prima-facie evidence that the owner of any vehicle parked beyond such time period was the operator of such vehicle at the time of such illegal parking.

~~(i)~~ (h) No person shall stand or park a vehicle or permit a vehicle registered in his/her name to be parked in any reserved parking space, or in any restricted area in any City owned or leased off-street parking lot ~~unless that person has rented that space.~~ It shall be considered prima-facie evidence that the owner of any vehicle parked in a reserved space was the operator of such vehicle at the time of such illegal parking.

BY: MR. DIAZ

Amending Sections 311.02 and 311.03 of Chapter 311 of the Mansfield Codified Ordinances, "Street Obstructions and Special Uses," and declaring an emergency.

WHEREAS, The City administration wishes to update this code section for the betterment of the City and wishes to do so as soon as possible to better regulate obstructions, parades, assemblages, and special Events.

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE
CITY OF MANSFIELD, STATE OF OHIO:**

SECTION 1. That Sections 311.02 and 311.03 of the Mansfield Codified Ordinances of 1997 be, and the same is hereby, amended to read as follows:

311.02 PARADES, ASSEMBLAGES, SPECIAL EVENTS AND STREET OBSTRUCTION PERMITS.

- (a) 1. Permit Required. No person, group of persons, or organization(s) shall conduct or participate in any parade, assemblage, or procession (other than a funeral procession) special event and street obstruction, herein collectively referred to as an Event, upon any street or highway, or block off any street or highway area without obtaining a permit required in subsection (c) hereof.
2. The permit or any order accompanying it may limit or prescribe reasonable conditions, including the hours, the places of assembly and of dispersal, the route of march or travel, and the streets, highways, or portions thereof which may be used or occupied.
3. Applications for such permits shall be made on such forms as may be prescribed by the Safety Service Director or designee and shall contain such information as is reasonably necessary to make a fair determination of whether a permit should be issued. Applications shall be filed not less than fourteen forty-five days before the time intended for such Event parade, procession or assemblage.
- (b) (a) Driving Through Parades. No driver of a vehicle shall drive between the vehicles or persons comprising an Event parade, assemblage or other authorized procession when such vehicles or persons are in motion and are conspicuously designated as an Event. parade, assemblage or a procession.
- (c) (b) Obtaining Permit. Any person desiring to obtain a permit for an Event parade, assemble, obstruct or hold a procession in or upon any street, park or public grounds of the City for any purpose shall, before parading or holding such Event, obtain from the Safety Service Director or designee person designated a permit therefor, which shall be issued only after the approval of the application therefor by the Safety Service Director or designee person designated having control of the streets, parks or public grounds on which such Event parade, assemblage or procession is to be held.
- (d) (c) Application/Permit. Each application for a permit shall be made out in duplicate, each copy thereof to be signed by the applicant and shall be in such form as the Safety Service Director or designee shall prescribe.

~~(e)~~ (d) Fees/Rates. For each permit issued under the provisions of subsection (c) hereof a non-refundable application fee of twenty dollars (\$20.00) shall be paid by the applicant upon making application therefor, provided however, that if the permit is refused such fee shall be returned to the person paying the same, with the application. If the application is submitted less than 45 days before the Event, a non-refundable application fee of fifty dollars (\$50.00) is required and shall be paid with the application. Rates to be charged for costs associated with a parade, assemblage, obstruction or procession as described in an Event are set forth in accordance with subsection ~~(f)~~ (h) hereof.

~~(f)~~ (e) Refusal or Revocation. The permit may be refused or ~~cancelled~~ canceled if:

(1) The Safety Service Director or ~~designee~~ person designated may refuse to issue such permit if the applicant or group or organization or persons represented by the applicant have previously violated the provisions of a similar permit or have violated any of the ordinances of the City or laws of the State of Ohio or of the United States in connection with a previous Event ~~parade or procession~~ in or upon the streets, parks or public grounds of the City or elsewhere; or if:

A. The time, place, size, or conduct of the Event ~~parade, assemblage, obstruction, or procession~~, including the assembly areas and route of march, would unreasonably interfere with the public convenience and safe use of the streets and highways.

B. The Event ~~parade, assemblage, obstruction or procession~~ would require the diversion of so great a number of police officers to properly police the line of movement, assembly area and areas contiguous thereto so as to deny normal police protection to the Municipality.

C. The Event ~~parade route of march, assemblage, procession, obstruction or assembly areas~~ would unreasonably interfere with the movement of police vehicles, fire-fighting equipment or ambulance service to other areas of the Municipality.

D. The Event ~~parade~~ would unreasonably interfere with another Event ~~parade~~ for which a permit has been previously issued.

E. The obstruction would unreasonably interfere with a construction project.

F. The applicant has previously violated the terms of a previous permit or has submitted materially false, misleading, or incomplete information on this or any permit application.

G. An emergency such as a fire or storm would prevent the proper conduct of the Event ~~parade, assemblage, obstruction or procession~~.

~~The permit or any order accompanying it may limit or prescribe reasonable conditions, including the hours, the places of assembly and of dispersal, the route of march or travel and the streets, highways or portions thereof which may be used or occupied.~~

(2) The permit herein provided for may be revoked at any time by the Safety Service Director or ~~designee~~ person designated for the reasons herein set forth for the refusal of same, provided that notice of such revocation shall immediately be given to the applicant and that within the same time and in the manner provided in subsection ~~(h)~~ (g) hereof an appeal may be taken.

(3) The provisions contained in this chapter may only be waived at the discretion of the Safety Service Director.

(g) Appeal. In case of the refusal to issue a permit or the revocation or suspension of a permit by the Safety Service Director or ~~designee person designated~~, the applicant or ~~permitee~~ **permittee** may appeal from such order to a Board of Appeals composed of the Mayor, the Director of Law, **President of Council** and the **Safety Service Director**. Notice of such appeal shall be in writing and shall be filed with the Safety Service Director or ~~designee person designated~~ within ten days after the making of such order. The Board of Appeals, within three days after the filing with the Safety Service Director or ~~designee person designated~~ of such notice of appeal, shall proceed with the hearing of such appeal, at which hearing all parties interested shall be afforded an opportunity to be heard, and such Board of Appeals shall approve, modify or annul such order from which the appeal has been perfected, and the finding of such Board of Appeals shall be final on all parties thereto.

(h) Payment of Costs. Before issuance of an ~~Event parade, assemblage, obstruction or procession~~ permit under this section, the applicant shall submit an executed Permit Application and agreement with the City to pay for all City costs incurred in conducting such ~~Event parade, assemblage, obstruction or procession~~. The ~~Director~~ Safety Service **Director or designee** is authorized to execute such agreement on behalf of the City in a form as approved by City Council by ordinance from time to time. The amount required to be paid by each applicant by such agreement shall be determined by the Safety Service Director or ~~his~~ designee upon determination of the amount of traffic control and all other City regulations and services necessary after reviewing each application with regard to all relevant considerations, including, but not limited to, the length of such ~~Event parade or procession~~, the number of City officers or employees needed, and the day, time, length and route of each proposed ~~Event parade, assemblage, obstruction or procession~~.

- (i) Penalty. Whoever violates any provision of this section is guilty of a minor misdemeanor on a first offense; on a second offense within one year after the first offense, the person is guilty of a misdemeanor of the fourth degree; on each subsequent offense within one year after the first offense, the person is guilty of a misdemeanor of the third degree.

311.03 STANDARDS FOR PERMIT ISSUANCE.

- (a) The Safety Service Director or ~~his~~ designee must issue a permit as provided for herein when, from a consideration of the application and from such other information as may otherwise be obtained, the Safety Service Director or ~~his~~ designee finds that:
- (1) **The Permit Application is complete in all material respects, and all information contained in it accurately reflects the applicant's knowledge.**
 - (2) **The Permit Application was completed and returned to the City of Mansfield within the required time frame of 45 days prior to the Event, with the application fee.**
 - (3) ~~(3)~~ **The conduct of the ~~Event parade, public assembly or procession~~ will not substantially interrupt the safe and orderly movement of other pedestrian or vehicular traffic contiguous to its route or location;**
 - (2) ~~(4)~~ **The ~~Event parade route of march, assembly or procession~~ areas will not unreasonably interfere with the movement of emergency service vehicles;**
 - (3) ~~(5)~~ **The conduct of the ~~Event parade, public assembly or procession~~ will not require the diversion of so great a number of ~~police officers~~ **employees that adequate staff is not available to complete City assignments.** ~~to properly police the line of movement and the areas contiguous thereto as to prevent normal police protection of the City;~~**
 - (4) ~~(6)~~ **The concentration of persons, **equipment**, animals, and vehicles at public points of the ~~Event, public assembly or procession~~ will not unduly interfere with proper fire and police protection of, or ambulance service to, areas contiguous to such public assembly areas;**

~~(5)~~ (7) The Event ~~parade, public assembly or procession~~ is scheduled to move from its point of origin to its point of termination expeditiously and without unreasonable delays en route;

~~(6)~~ (8) Provide proof of adequate sanitation and other required health facilities shall be provided by the applicant and are, or will be, made available in or adjacent to any public assembly areas;

(9) The conduct of the Event is not reasonably likely to result in violence to persons or property or cause serious harm to the public.

(10) The Event is not to be held for the primary purpose of advertising a product, goods, or services or primarily for private profit and is not designed to be held primarily for profit; however, the prohibition against advertising any product, good, or Event shall not apply to signs identifying organizations or applicants furnishing or sponsoring exhibits or structures used in the conduct of the Event.

~~(7)~~ (11) There are sufficient parking places near the site of the Event ~~parade, public assembly or procession~~ to accommodate the number of vehicles reasonably expected;

~~(8)~~ (12) The applicant has secured the appropriate City resources if any are required;

~~(10) No parade, assemblage, obstruction or procession permit application for the same time and location is already granted or has been received and will be granted, and the police, fire, EMS, public works, or recreation resources required for that prior parade or public assembly are so great that in combination with the subsequent proposed application, the resulting deployment of police, fire, EMS, public works, or recreation services would have an immediate and adverse effect upon the welfare and safety of person and property; and~~

(13) The date or location of the Event is not in direct conflict with an existing Event; or

(14) Any proposed use of public property, right-of-way, or facilities will not interfere with the City or the general public's normal use of the property, right-of-way, or facility.

(15) The conduct of the Event will not result in noise at a level inappropriate to the surrounding area.

~~(11) No Event is scheduled elsewhere in the City where the police, fire, EMS, public works, or recreation resources required for that Event are so great that the deployment of services for the proposed parade or public assembly would have an immediate and adverse effect upon public health, safety, or general welfare of the residents of the City.~~

~~(b)~~ (16) No permit shall be granted that allows Event permits have been obtained with the approval of the Safety Service Director or designee allowing for the erection or placement of any structure, whether permanent or temporary, on a street, sidewalk, or right-of-way. unless obtaining a street obstruction permit with approval by the Safety Service Director or his designee for the erection or placement of the structure is obtained.

(17) Applicant has secured, paid for, and will maintain, until completion of the Event, appropriate insurance as set forth in the Community Event Insurance Guidelines, as shall protect the Applicant and the City, as additional insured, from claims for personal injury and property damage which may arise because of the Event. Such insurance policy shall provide sufficient and reasonable coverage with a combined single limit: bodily injury and property damage.



EVENT PERMIT APPLICATION

MAYOR JODIE A. PERRY

30 N. Diamond Street - Mansfield, OH 44902 – Office 419-755-9736

This application and resulting permit reflect the agreed upon and intended use of City and/or public right of way property. The completed application must be submitted at least **45 days prior** to the Event to receive approval. Certificate of Insurance, when required, should be submitted ten (10) days after approval of Event. Application fee must be submitted with the application. Additional permits may be required for specific features of an Event, such as fireworks, structures, liquor, etc. A comprehensive site plan must accompany this application. No application shall be accepted no more than twelve months in advance of event date. **The need for supplemental permits and fees is noted throughout the application.**

SECTION 1 - APPLICANT INFORMATION

Name of Applicant (must be on site during the Event, must be 21years):	Date of Application:
Phone Number:	Cell:
Address:	City:
State:	Zip:
Email:	Driver's License #:

SECTION 2 - EVENT INFORMATION

Sponsoring Organization:	Name of Event:
Address:	City:
State:	Zip:
Email:	Phone:
Non-Profit Fundraiser: <input type="checkbox"/> Yes <input type="checkbox"/> No	Tax Exempt ID #:
Event Date(s):	Hours:
Set-up Date(s):	Hours:
Tear Down Date(s):	Hours:
Location of Event/Address:	Anticipated Attendance:
Has this Event been held in the past? <input type="checkbox"/> Yes <input type="checkbox"/> No	Private: <input type="checkbox"/> Yes <input type="checkbox"/> No

Brief Description of Event (include Event layout, street map with accessible parking (see attached), vendors, amusements, attractions, etc.):

SECTION 3 – PARKS / PAVILIONS

Rental \$80/Per Day Mon-Thurs \$100/Per Day Fri, Sat, Sun or Holiday

Burton
 Central Park/Gazebo
 Johns
 Liberty
 North Lake
 Prospect
 South Park - Kitchen

SECTION 4 – TRAFFIC / TRANSPORTATION

Does the Event propose using, closing or blocking any of the following:

NOTE: Permits will not be granted to close local, collector, or arterial streets. Exceptions may be made on cul-de-sacs or dead-end streets where traffic is minimally impacted, and for large-scale City Events.

City Streets: <input type="checkbox"/> Yes <input type="checkbox"/> No	City Sidewalks: <input type="checkbox"/> Yes <input type="checkbox"/> No
Multiuse Paths: <input type="checkbox"/> Yes <input type="checkbox"/> No	Public Parking Lots/Spaces: <input type="checkbox"/> Yes <input type="checkbox"/> No

FOR LARGE SCALE EVENTS Please list the proposed street closures, include street map with accessible parking (see attached):

Location:	Time: from	to
Location:	Time: from	to
Location:	Time: from	to
Location:	Time: from	to



EVENT PERMIT APPLICATION

MAYOR JODIE A. PERRY

30 N. Diamond Street - Mansfield, OH 44902 – Office 419-755-9736

SECTION 5 – FEES - POLICE / FIRE and other AMENITIES – PURSUANT TO CO 311			
Are you hiring off-duty police officers for security or parade escort? <input type="checkbox"/> No <input type="checkbox"/> Yes		if yes, number of personnel requested:	
Will private security be hired for the Event? <input type="checkbox"/> No <input type="checkbox"/> Yes		Company:	
Contact Name:		Phone #:	
Additional Security Contact Traffic Section 419-755-9738		Medical Plan Required for 5000 or more Attendees (see attachment A) AND APPROVAL FROM FIRE CHIEF	
Alcohol: <input type="checkbox"/> No <input type="checkbox"/> Yes CO 529.05 ORC 4303 PERMIT REQUIRED AND APPROVAL FROM POLICE CHIEF		Fireworks – Contact Prevention Bureau 419-755-9816 CO 1519.02 PERMIT REQUIRED	
Will there be a fee charged for this Event? <input type="checkbox"/> No <input type="checkbox"/> Yes		Food Trucks: <input type="checkbox"/> No <input type="checkbox"/> Yes - must be self-contained	
Signs / Banners: <input type="checkbox"/> No <input type="checkbox"/> Yes (no stakes of any kind placed in the ground of any park)		Amplification: <input type="checkbox"/> No <input type="checkbox"/> Yes (speakers, sound systems, etc.) must comply with CO 509.09	
Trash Removal/Damaged Trash Can Charge: \$100 charge per missing and/or damaged trash can; Applicant will be responsible for any excessive ground trash left after the event. Clean-up cost will be Hourly Rate x Hours.		Barricades How many will be needed for your event? _____ <input type="checkbox"/> No <input type="checkbox"/> Yes - \$25.00 PICKED UP by applicant 10 or less <input type="checkbox"/> No <input type="checkbox"/> Yes - \$100.00 delivered by the City any amount	
Electrical Connection (220v) <input type="checkbox"/> No <input type="checkbox"/> Yes - \$50.00	Fencing <input type="checkbox"/> No <input type="checkbox"/> Yes - \$100.00 delivered by the City	Water Connection <input type="checkbox"/> No <input type="checkbox"/> Yes - \$50.00	
APPLICATION FEE (non-refundable) MUST BE SUBMITTED WITH APPLICATION CASH, CHECK OR MONEY ORDER MADE OUT TO THE CITY OF MANSFIELD		<input type="checkbox"/> \$20.00 – 45 DAYS BEFORE EVENT <input type="checkbox"/> \$50.00 – LESS THAN 45 DAYS	
SECTION 6 - CERTIFICATION			
I certify the facts set forth in this Event Permit Application are true and complete to the best of my knowledge. I authorize the City of Mansfield to investigate my background, or the background of any person or entity named in the application. The City of Mansfield is hereby authorized to make any investigation of information provided in this application. The undersigned represents, stipulates, contracts and agrees, for themselves and the organization stated above, that they and said organization, jointly severally will indemnify and hold the City of Mansfield harmless against liability for any and all claims for damages to property or injury to, or death of person arising out or resulting from the issuance of the permit or the conduct of the parade or participants.			
Applicant Signature _____		Date _____	
SECTION 7 - INSURANCE			
SEE Event Insurance Guidelines to determine need for insurance		INSURANCE REQUIRED FOR EVENT <input type="checkbox"/> Yes <input type="checkbox"/> No	
CITY OF MANSFIELD APPROVALS			
Street Department:	Date:	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied
Traffic Section Supervisor:	Date:	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied
Parks Supervisor:	Date:	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied
Public Works Director:	Date:	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied
Safety Service Director:	Date:	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied



EVENT PERMIT APPLICATION

MAYOR JODIE A. PERRY

30 N. Diamond Street - Mansfield, OH 44902 – Office 419-755-9736

EVENT PERMIT

The City of Mansfield recognizes that Events are essential for a vibrant community and provide a distinct benefit to the local culture and economy. The permit process allows the city to create a uniform and fair process for the safe and orderly implementation of Events which utilize city infrastructure, assets, and personnel. Pursuant to Section 311.02C of the Codified ordinances of the City of Mansfield, Ohio the undersigned hereby makes application for Event Permit Application as set forth:

The City of Mansfield hereby grants to:

Hereinafter the "Applicant" permission to use certain City property for the purposes set forth in the Event Permit Application, attached hereto, which is made a part of this Permit.

This permit is granted subject to compliance with the terms and conditions and restrictions set forth herein, including those in the Events Permit Application, to the extent not set forth herein.

1. The Applicant agrees that all City property will be used in such a way as to maintain the integrity and character of the property. The property will be restored to its original condition upon the expiration of this Permit by the Applicant, including the removal of all structures, vehicles, utilities, appurtenances and debris.
2. At all times during the term of this Permit, the City shall have the right of inspection to determine compliance with federal, state and local laws, and the requirements of this Permit. Upon notification of a violation, the Applicant shall promptly take corrective action satisfactory to the City. Failure to take corrective action in the time and manner specified by the City may result in revocation of this Permit by the City.
3. All uses and activities conducted by the Applicant under the terms of the Permit shall comply with all federal, state and local laws.
4. The Applicant shall hold the City harmless and indemnify the City from and against any and all claims, demands and damages for injuries to persons including death or property and all direct costs and expenses associated therewith, including attorney fees, arising out of or resulting from the issuance of this Permit, to the extent caused by the act or omission of the Applicant, their agents, employees or contractors.
5. The Applicant hereby releases the City from any and all liability resulting from injuries to person or property of the Applicant not caused by the negligent acts omissions of the City.
6. The term of this Permit shall be from _____ on _____, 20__ through _____ on _____, 20__.
7. The Applicant agrees, when required (see Event Insurance Guidelines), to provide proof of general liability insurance, covering personal injury, bodily injury, and property damage in the form of a certificate of insurance at least ten (10) days prior to the effective date of the Permit. The City of Mansfield shall be listed as an additional insured on the policy. See Event Insurance Guidelines.
8. If the Event will include any fireworks, the Applicant must:
 - a. Obtain permit from Fire Prevention Bureau, 419-755-9816;
 - b. Comply with Ohio Revised Code § 3743.54, and all other federal, state and local laws regarding fireworks displays; and
 - c. Comply with all National Fire Protection Association standards regarding fireworks displays.
9. The sale or service of alcoholic beverages is not permitted on City property under this Permit, unless the Applicant has obtained:
 - a. An approval from the Chief of Police; and
 - b. The appropriate liquor permit from the State of Ohio under Ohio Revised Code Title 43.

Applicant

Date

Note: Approved application must be available during Event for inspection

City of Mansfield Event Insurance Guidelines

The following insurance guidelines shall apply when an event is held on city property and involves any of the following:

- Expected attendance of 1,000 or more people;
- The display of fireworks;
- The sale of alcoholic beverages;
- The operation of carnival/amusement rides;
- Races/marathons/sporting events on public roads/parks/multi-use paths
- Operation of inflatable jump houses/ bounce house.

The applicant/event producer must comply with the following insurance requirements to be considered for a festival/event permit. The applicant/event producer and the vendors that are contracted by them must purchase and maintain, for the duration of event including setup and dismantling, the following types of insurance at their expense:

1. **GENERAL LIABILITY INSURANCE** - If the applicant is a business or group, a commercial general liability insurance policy, or its equivalent, written on an occurrence basis, with a minimum of \$1,000,000 combined single limit of liability per occurrence for bodily injury, personal injury, or property damage is required. If food or beverages are to be served, then product liability coverage must also be included with a minimum of \$1,000,000 per occurrence.
 - a. **Fireworks Displays.** If the applicant/event producer intends to display fireworks, and obtains pyrotechnics permit from the City of Mansfield Fire Department, or contracts with a pyrotechnic vendor who obtains the permit, then the minimum combined single limit of liability, for all pyrotechnics displays is \$2,000,000 per occurrence. The amount may be increased at the discretion of the City based on potential risk of the event. The company that actually launches the fireworks must provide a liability certificate of insurance for \$2,000,000 per occurrence, including the City of Mansfield as an additional insured and listing the date(s) of the event.
 - b. **Individual Applicant.** If the applicant/event producer is not a business or group, but instead an applicant who is an individual, who expects more than 1,000 attendees to the event, and/or intends to serve or sell alcoholic beverages at the event, the applicant /event producer must provide proof of personal liability insurance in the amount of not less than \$500,000 combined single limit through either a homeowner's policy or other liability insurance policy by submitting a certificate of insurance.
 - (1) If alcohol is served or sold by the individual, the certificate of insurance must specify that incidental/host liquor liability coverage applies for this particular event and specify the date of the event.
 - c. **Notice of Policy Cancellation.** All insurance policies must state the City of Mansfield will be notified at least ten (10) days in advance of any intent by the insurance company to cancel or non-renew the applicant/event producer's insurance coverage.
2. **LIQUOR LEGAL LIABILITY INSURANCE-** *If the applicant/event producer is a business or group and intends to serve alcoholic beverages at the event and applicant is in the business of manufacturing, distributing, selling, or serving alcoholic beverages, then liquor legal liability coverage must be purchased by the actual firm which serves or sells the alcohol. It can be endorsed to the commercial general liability insurance policy or purchased separately. The minimum acceptable limit of liability per occurrence and aggregate is \$1,000,000.*

- a. Host Liquor Liability Insurance- If the applicant/event producer is a business which will serve or sell alcoholic beverages at the event and is not in the business of manufacturing, distributing, selling, or serving alcoholic beverages, then the applicant/event producer's commercial general liability policy, required above, should not include the ISO Form CG 21500989 liquor liability exclusion amendatory endorsement, or similar exclusion limiting coverage for serving or selling alcoholic beverages.
3. Commercial Bounce Houses must have prior authorization and may be permitted in designated areas in selected city parks, Central Park is prohibited. Bounce House vendors must provide a valid "Amusement Ride Safety License" issued by the Ohio Department of Agriculture and proof of liability insurance. The public is not permitted to bring their personally owned equipment.

Bounce Houses shall not remain in City parks overnight. Bounce Houses shall be set up and removed only by trained and qualified representatives of the Bounce House Company in compliance with the manufacturer's specifications.

Bounce Houses shall be free standing and weighted. Stakes may be permitted in designated areas only within in City parks upon City approval. Confirm location prior to event. Bounce Houses shall not be tied or tethered to trees, tables or other park amenities or structures.

4. **OTHER** - The applicant/event producer and all vendors must list the City of Mansfield as an additional insured for the event on all commercial general liability and liquor legal liability insurance policies.

The City reserves the right to require insurance of applicants/event producers and/or vendors for activities other than those specifically mentioned above, or to increase the minimum acceptable limits of liability with the reasonable notice to the applicant/event producer.

The certificate of insurance must be submitted with the City of Mansfield Event Permit Application. Approval of insurance by the City does not in any way relieve or decrease the liability of the applicant/event producer or vendor. The City does not represent that the specified limits of liability or coverage or policy forms are sufficient or adequate to protect the interest or liabilities of the applicant/event producer or vendor.

All insurance must be placed with insurance companies with an AM Best Rating of no less the B+VI unless otherwise approved by Safety Service Director.

ATTACHMENT A

City of Mansfield Fire Department Special Event Medical Planning and Staffing Requirements

Event	Suggested and Required Medical Providers and Assets							
Anticipated Total Attendees	Communications Coordinator	CPR, AED, 911 Access	First Aid Station	First Aid Station (ALS)	On Site Physician	On Site Ambulance	Mobile Medical Teams	Multiple Aid Stations
5,000 - 10,000	R	R	R			S	S	
10,000 - 25,000	R	R		R	S	R	R	S
25,000+	R	R		R	R	R*	R*	R

S = Suggested; R=Required

Definitions:

Communications Coordinator - A dedicated person operating from a command post or event operations center with the ability to communicate with staff using radios.

CPR, AED, 911 Access - An Automatic External Defibrillator and at least one person trained in its operation and CPR are onsite for the duration of the event. Event staff must have the ability to call 911.

First Aid Station - Staffed by trained medical providers including emergency medical technicians. A first aid station that can perform a variety of non-invasive emergency procedures and basic life support procedures.

First Aid Station (ALS) - Staffed by trained medical providers including paramedics and registered nurses. An ALS aid station functions under a set of advanced protocols that extend BLS and include advanced assessment, protocol driven treatment and the administration of medications.

On-site Physician - Large, complex events require a physician to be on-site at the aid station. The physician plays a vital role in treating and releasing patients back to the event. The presence of a physician potentially mitigates the need for ambulance transports for some patients.

On Site Ambulance - The onsite ambulance is necessary to transport patients from the event without calling 911. The ambulance must have a dedicated crew separate from the providers staffing the aid station. The ambulance is the only asset allowed to leave the event without coverage if it must leave immediately with a patient.

*The number of ambulances required for events over 25,000 attendees will be based on a risk assessment conducted by the Fire Code Official.

Mobile Medical Teams - Required for large events that may have barriers to the timely ingress of ambulances. May include foot patrol EMS crews, bicycle units, ATVs or other mobile assets.

*The number of mobile medical teams required for events over 25,000 attendees will be based on a risk assessment conducted by the Fire Code Official.

Multiple Aid Stations - Events with large footprints or long routes should consider, or may be required, to have multiple aid stations.

Justification of Pricing Supplies/Services for Event Permit Application

Barricades

- Labor \$43.18/two people delivery for 10 or less
- Labor \$43.18/two people pick-up for 10 or less
- 10 or more barricades, example parade, typically incurs overtime labor \$550.08, pick-up and delivery
- Cost of barricade \$130.00/each

Electric

- Labor \$75.00
- Cost of electric cord \$500.00/each

Fencing

- Labor Set-up 8 hours, 4 employees, \$750.00 labor cost
- Cost of fencing \$50.00/per 50' section
- « Cost of wheel rim posts \$100.00/each

Trash

- Labor \$165.00 pick-up, about 4 hours
- Cost of trash cans \$750.00/each

Water

- Labor \$43.18/two people delivery
- Labor \$43.18/two people pick-up
- Cost – replacement \$1,500.00/per water "buffalo"