

Permit Conditions for Exhibits A-F

1. Permits outlined in Exhibits A-F are for the use of the public area only, and will not exempt the Permittee from obtaining any additional license(s) or permit(s) required by the City Code, or Ordinances for any act to be performed under these permits, nor will these permits waive the provisions of any City Code, Ordinance, or the City Charter except as stated in this document.
 - a. It is the responsibility of the Portland Rose Festival Foundation, and/or any event organizer hired by the Portland Rose Festival Foundation, (Permittee), to report additional events that make use of any public area not listed in this document.
 - b. Failure to obtain necessary permits for events that use public areas are subject to the penalties and fines of the agency charged with regulating that public area.
2. Events permitted in Exhibits A-F do not waive the provisions of any Ordinance, City Code, Administrative Rules, or the City Charter except as stated in this document.
 - a. Final issuance of all permits is subject to City Council approval; and
 - b. Events must meet the conditions of the regulating City agency; and
 - c. Events must be approved by regulating City agency; and
 - d. Events must pay all applicable fees.
3. Events permitted in Exhibits A-F cannot jeopardize or unreasonably impede the health, safety, or mobility rights of the public.
4. During any event permitted in Exhibits A-F, the police may ticket participants, event organizers or spectators, for failing to obey federal, state or local law, or the stipulations in the permit.
5. Immediately prior to or during events permitted in Exhibits A-F, the police may terminate an event for safety concerns, violation of the permit, or violation of the law.
6. Events permitted in Exhibits A-F are revocable at any time in the event the public's emergency need requires it and no expenditure of money hereunder, lapse of time, or other act or thing will operate as an estoppel against the city of Portland, or be held to give the Permittee(s) any vested or other right.
7. All permits are non-transferable and non-delegable.
8. For any violations of the terms of any permit granted here, the Council may in its sole and absolute discretion revoke this special permission granted here.
9. Permittee(s) for events listed in Exhibits A-F, must obtain insurance pursuant to the terms described in Section III in this document.

B. Portable Toilets in the Public Right-of-Way

Notwithstanding the provisions of Code Section 17.44.010, a revocable permit is granted to the Portland Rose Festival Foundation to place portable toilets in the public right-of-way along the Grand Floral Parade route:, June 10, 2011, at 4:00 pm to June 12, 2011, at 6:00 pm.

C. Exclusive Right to Vend and Sell Goods During Rose Festival Events

1. Revocable permit is granted to the Portland Rose Festival Foundation for the exclusive right to vend and sell items of festival paraphernalia and certain food items between the curb lines and their extensions along the routes of the:
 - a. Starlight Parade, June 4, 2011
 - b. Junior Rose Festival Parade, June 8, 2011.
 - c. Grand Floral Walk, June 11, 2011
 - d. Grand Floral Parade, June 11, 2011
2. A revocable permit is granted for the sale of Rose Festival paraphernalia and certain food items, without payment of City license fees subject to the following conditions:
 - a. The provisions of the permit granted will have no effect as to rights or limitations of news vendors.
 - b. The Permittee may construct, place and maintain at certain specified locations within the street area, supply depots used solely as a source of supply for the food and novelty vendors and not used to vend or sell to the general public. The Portland Police Bureau and Portland Bureau of Transportation will cooperate with the Permittee in determining the number of locations of such supply depots, provided, however, that the determination of the Portland Police Bureau and Portland Bureau of Transportation will be final.
 - c. The Permittee agents and employees will observe and obey all applicable traffic ordinances and all other applicable ordinances, provisions of the City Code, and further will obey all orders and directions of the Portland Police Bureau with respect to compliance with this Ordinance and other applicable Ordinances of the City.
3. A revocable permit is also granted to the Portland Rose Festival Foundation to vend and sell Rose Festival items on sidewalks during the same time periods outlined above.
4. Other Rose Festival areas requiring the right to vend and sell goods are outlined in Exhibits A-F, and are at the discretion of the agency charged with regulating that public area.

Section II: Exhibits A-F: Rose Festival Events Permits and Conditions

Exhibit A**Permit to Erect and Maintain Flags and Banners on Ornamental Light Standards**

1. A revocable permit is granted to the Portland Rose Festival Foundation, and/or any event organizer hired by the Portland Rose Foundation, (Permittee), to erect and maintain Rose Festival related flags and banners on certain ornamental light standards in downtown Portland from May 7 through June 30, 2011, subject to the following conditions:
 - a. Flags and banners must have a minimum clearance of 11 feet above the roadway of the street and will not cover any photocell. Flags and banners cannot be hung on any light standard with hanging flower baskets. The approval for the use of the light standards and the manner of securing the flags and banners will be obtained from the Signal, Street Lighting and ITS Department of the Bureau of Transportation System Management, City of Portland.
 - b. The City Traffic Engineer or designee is authorized to modify the dates and/or locations referred to in the permit. Such modifications do not affect other conditions contained here.
 - c. Immediately upon the expiration of this permit, or upon its sooner revocation by the Council, the Permittee will remove the flags and banners from the street area as directed by and to the satisfaction of the City Engineer or designee.

Exhibit B**Permit to Use a Portion of Tom McCall Waterfront Park**

1. All permit and inspection fees, other than park permit fees and Fire Marshal Public Assembly fees, and code requirements for construction of booths, are waived and a revocable permit granted to the Portland Rose Festival Foundation, (Permittee), to use specific sections of Tom McCall Waterfront Park as identified in the usage permit issued by Portland Parks and Recreation, for the purpose of installing tents and holding its annual festival, as approved by the Portland Parks Bureau, and also to vend and sell items of festival paraphernalia, novelties, and food items within the boundaries as jointly defined by the Portland Rose Festival Foundation and Portland Parks and Recreation, subject to the following conditions:
 - a. Entrances and exits to the area will be limited as designated by the Portland Parks & Recreation.
 - b. Event: Carnival, Stages, Exhibits and Food Courts - Opening and closing hours daily will be as follows:

(a) Friday, May 27	5:00 p.m. - 11:00 p.m.
(b) Saturday, May 28	11:00 a.m. - 11:00 p.m.
(c) Sunday, May 29	11:00 a.m. - 11:00 p.m.
(d) Monday, May 30	11:00 a.m. - 11:00 p.m.
(e) Thursday, June 2	3:00 p.m. - 11:00 p.m.
(f) Friday, June 3	3:00 p.m. - 11:00 p.m.
(g) Saturday, June 4	11:00 a.m. - 11:00 p.m.
(h) Sunday, June 5	11:00 a.m. - 11:00 p.m.
(i) Thursday, June 9	3:00 p.m. - 11:00 p.m.
(j) Friday, June 10	3:00 p.m. - 11:00 p.m.
(k) Saturday, June 11	11:00 a.m. - 11:00 p.m.
(l) Sunday, June 12	11:00 a.m. - 11:00 p.m.
 - c. The closing hours of the carnival-midway section of the CityFair may be altered at the option of the senior Police Bureau member assigned to the CityFair in consultation with Rose Festival CityFair officials, if certain crowd or traffic control issues warrant altering the hours of operation.
2. All on-site festival set up will be approved in advance by Portland Parks and Recreation and any departure from approved site plan will be discussed with on-site supervisor prior to set up.
3. Permittee will reimburse the City for all property damages incurred during the operation of the CityFair, including but not limited to the restoration of trees, shrubs, grass, sprinkler systems, improvements, and furnishings, and other surfaces made necessary by use pursuant to this permit.

Exhibit B (cont.)

4. Permittee must provide sufficient sanitary facilities as specified, regarding number, type and location, in the usage permit issued by Portland Parks and Recreation. Such facilities will be maintained in sanitary conditions to meet the requirements of the Environmental Health section of the Multnomah County Department of Public.
5. Nothing contained here grants any vested right to the Portland Rose Festival Foundation in the use and occupancy of said area, and the right of the Bureau of Fire or the Bureau of Police or Portland Parks and Recreation to stop or limit such use any time during the permit period will not be impaired.
6. No vending or selling within any portion of SW Naito Parkway is allowed, except for the sale of Rose Festival pins.
7. The use of the area is subject to the following regulations as required by the Bureau of Police, the Bureau of Fire, and the Bureau of Traffic Management:
 - a. Permittee must maintain an emergency lane, to be designated by the Bureau of Traffic Management, at all times throughout the period of the permit.
 - b. Permittee must restrict the delivery of the goods and services by vehicles to specific hours of the day.
 - c. Permittee must restrict parking to only those areas designated as such and to only those types of vehicles designated to use such areas, providing identification of such vehicles for the area assigned.
 - d. Permittee must provide and maintain a minimum 15' wide emergency access under Morrison Bridge from SW Naito Parkway to the seawall, as determined by the Bureau of Fire.
8. Notwithstanding any other terms of this permit, temporary license fees must be paid as required by section 7.03 of the City Code.

Permits for the Starlight Parade

1. Hold the Starlight Parade, Saturday, June 4, 2011, commencing at 8:30 p.m. in downtown Portland, closing streets in the formation area beginning at 3:30 p.m. until the end of the parade at approximately 11:30 p.m. The Portland Rose Festival is granted:
 - a. The exemption of payment of permit inspection fees, and license fees, except for Street and Sidewalk Use permit fees.
 - b. City services from 7:00 a.m. on Friday, June 3, 2011, for purposes of preparation for the parade, including but not limited to marking the honor line along the route and escorting the floats to the formation area.
2. The concerned bureaus have no objections to these requests, and under certain conditions, the granting of permission for these requests are not detrimental to the public interest.
 - a. That for preparations for the parade, including but not limited to marking the honor line along the route, escorting the floats to the formation area and post-parade clean up, this permit will be in effect from 7:00 a.m. on Friday, June 3, 2011, until 8:00 a.m. on Sunday, June 5, 2011.
 - b. That for purposes of exclusive jurisdiction and control over the parade route, including but not limited to identification and exclusion of trespassers on such route under the terms of an agreement between the Portland Rose Festival Foundation and the Portland Police Bureau, this permit will be in effect from 6:30 p.m. on June 4, 2011, until the Maintenance Bureau has cleaned the route immediately after the parade at approximately 11:30 p.m. The beginning time of this jurisdiction may be modified with the approval of the Police Bureau Officer-in-Charge in determining the closure of the route.
 - c. That along and adjacent to the route as well as in the formation and disband areas, the Bureau of Police will have the authority to clear the streets or other public places and prohibit motor vehicles, buses, light rail, bicycles, and pedestrians from crossing, parking, stopping, and standing on the streets.
3. Revocable Street and Sidewalk Use Permits are granted to the Portland Rose Festival, and/or any event organizer hired by the Portland Rose Festival or Rose Festival Foundation, (Permittee), for the Starlight Parade contingent upon fulfillment of the provisions outlined in Sections III and IV.
4. A revocable permit is granted to the Portland Rose Festival, and/or any event organizer hired by the Portland Rose Festival or Rose Festival Foundation, (Permittee), to close portions of city streets for formation and disband areas as indicated on the attached map marked "Exhibit 1", and made a part of this by reference, from 3:30 p.m. until the parade is completed and has disbanded.

Permit for the Junior Rose Festival Parade

1. Hold the Junior Rose Festival Parade, Wednesday, June 8, 2011, beginning at 1:00 p.m., closing streets in the formation area beginning at 8:00 a.m. until the end of the parade at approximately 12:00 p.m. The Portland Rose Festival is granted:
 - a. To place bleacher seats in certain sidewalk areas on N.E. Sandy Boulevard.
 - b. The exemption of payment of permit inspection fees, and license fees, except for Street and Sidewalk Use permit fees.
 - c. City services from approximately 7:00 a.m. on Tuesday, June 7, 2011, until 4:00 p.m. on Wednesday, June 8, 2011, for purposes of preparation for the parade, including but not limited to marking the honor line along the route and post-parade clean up.
2. The concerned bureaus have no objection to these requests, and under certain conditions, the granting of permission for these requests are not detrimental to the public interest.
 - a. That for preparations for the parade, including but not limited to marking of the honor line along the route and post-parade clean up, this permit will be in effect from 7:00 a.m. on Tuesday, June 7, 2011, until 4:00 p.m. on Wednesday, June 8, 2011.
 - b. That for purposes of exclusive jurisdiction and control over the parade route, including but not limited to identification and exclusion of trespassers on such route, under the terms of and agreement between Portland Rose Festival Foundation and the Portland Police Bureau, this permit will be in effect from 12:00 p. m. on Wednesday, June 8, 2011, until the Maintenance Bureau has cleaned the route immediately after the parade. The beginning time of this jurisdiction may be modified with the approval of the Police Bureau Traffic Division Officer-in-Charge in determining the closure of the route.
 - c. That along and adjacent to the parade route and within the formation and disband areas, the Police Bureau will have the authority to clear the streets or other public places and prohibit motor vehicles, buses, light rail, street cars, bicycles, and pedestrians from crossing, parking, stopping and standing on the streets.
3. A revocable Street and Sidewalk Use Permit is granted to the Portland Rose Festival, and/or any event organizer hired by the Portland Rose Festival or Rose Festival Foundation, (Permittee), for the Junior Rose Festival Parade contingent upon fulfillment of the provisions outlined in Sections III and IV.
4. A revocable permit is granted to the Portland Rose Festival, and/or any event organizer hired by the Portland Rose Festival or Rose Festival Foundation, (Permittee), to close portions of city streets for formation and disband areas as indicated on the attached map marked "Exhibit 2" and made a part of this by reference, from 8:00 a.m. until the parade is completed and has disbanded.

Permit to Close Portions of City Streets

1. Close portions of city streets as shown on the attached map marked and made a part of this by reference, from 5:00 a.m. to 1:30 p.m., on Saturday, June 4, 2011, and from 8:00 a.m. Friday to 4:00 p.m. Saturday, June 11, 2011, from 12:00 p.m. on Thursday, June 9 to 8:00 p.m. on Saturday, June 11, from 6:00 a.m. to 3:00 p.m. on Saturday, June 11, 2011, and from 12:00 noon Saturday, June 11 through 8:00 p.m., Sunday, June 12, 2011; subject to the following conditions:
 - a. Winning Way, identified in "Exhibit 3", is closed from 8:00 a.m. Friday, June 10, 2011, until 4:00 p.m. Saturday, June 11, 2011, for purposes of erecting parade seating. The formation areas identified in the exhibit are closed from 5:00 a.m. to 1:30 p.m. on Saturday, June 11, 2011. The seating area on the west side of Martin Luther King Jr. Blvd adjacent to the Oregon Convention Center as identified in the exhibit is closed from 12:00 p.m. on Thursday, June 9, 2011, to 8:00 p.m. Saturday, June 11, 2011. The disband area identified in the exhibit is closed from 6:00 a.m. to 3:00 p.m. on Saturday, June 11, 2011. The float display area on the northbound lanes of Naito Parkway between Salmon Street and the Morrison Bridge as identified in the exhibit is closed from 12:00 noon on Saturday, June 11, 2011, through 8:00 p.m. on Sunday, June 12, 2011.
 - b. This permit is for use of the street area only and will not exempt the Permittee from obtaining any license or permit required by the City Code or Ordinances, or any act to be performed under this permit, nor will this permit waive the provisions of any City Code, Ordinance, or the City Charter, except as stated in this document.
 - c. That along and adjacent to the route and within the formation and disband areas, the Bureau of Police will have the authority to clear the streets or other public places and prohibit motor vehicles, buses, light rail, street cars, bicycles, and pedestrians from crossing, parking, stopping and standing on the streets.

Exhibit F**Permits for the Grand Floral Walk and Grand Floral Parade**

1. Hold the Grand Floral Walk and Grand Floral Parade on Saturday, June 11, 2011, in the streets shown on the attached map marked "Exhibit 3". The Portland Rose Festival requests:
 - a. To place bleacher seats in certain sidewalk areas as approved by PBOT Traffic Engineer.
 - b. The exemption of payment of permit inspection fees, and license fees, except for Street and Sidewalk Use permit fees.
 - c. City services from 7:00 a.m. on June 11, 2011, until 5:00 p.m. on June 11, 2011, for purposes of preparation for the walk and parade, including but not limited to marking of the honor line along the route, escorting of the floats to the formation area and post-parade clean up.
 - d. For purposes of jurisdiction and control over the parade route, including but not limited to identification and exclusion of trespassers on such route under the terms of an agreement between the Portland Rose Festival Foundation and the Portland Police Bureau, this permit will be in effect from 7:00 a.m. on June 11, 2011, until the Maintenance Bureau has cleaned the route immediately after the parade.
 - e. The beginning time of this jurisdiction may be modified with the approval of the Police Bureau Officer-in-Charge in determining the closure of the route.
2. The concerned bureaus have no objection to these requests, and under certain conditions, the granting of permission for these requests are not detrimental to the public interest.
 - a. That for preparations for the parade, including but not limited to marking of the honor line along the route and post-parade clean up, this permit will be in effect from 7:00 a.m. on June 10, 2011, until 5:00 p.m. on June 11, 2011.
 - b. That for purposes of exclusive jurisdiction and control over the parade route, including but not limited to identification and exclusion of trespassers on such route, under the terms of and agreement between Portland Rose Festival Foundation and the Portland Police Bureau, this permit will be in effect from 7:00 am on, June 11, 2011, until the Maintenance Bureau has cleaned the route immediately after the parade. The beginning time of this jurisdiction may be modified with the approval of the Police Bureau Traffic Division Officer-in-Charge in determining the closure of the route.
 - c. That along and adjacent to the parade route and within the formation and disband areas, the Police Bureau will have the authority to clear the streets or other public places and prohibit motor vehicles, buses, light rail, street cars, bicycles, and pedestrians from crossing, parking, stopping and standing on the streets.

Exhibit F (cont.)

3. Parade Access for Disabled and Elderly Citizens: That for the purpose of providing increased access to disabled and elderly citizens, the Rose Festival Foundation will provide in an amount not less than previous year, senior and disabled viewing areas at the convention center and, where possible, increase senior and disabled viewing capacity at specific locations along the route. These locations will be determined in coordination with the City of Portland and Rose Festival Foundation and provide exclusive viewing areas for disabled and elderly citizens. Additionally, temporary bathrooms must be placed along the walk and parade route in appropriate areas determined by the Rose Festival Foundation and the City of Portland. Route entertainment or family activities will also be provided by the Rose Festival Foundation along the route. Funding and liability insurance for additional bleachers or disabled and senior areas, family activities, and temporary bathrooms have been provided by the City of Portland through special appropriation.
4. Revocable Street and Sidewalk Use Permits are granted to the Portland Rose Festival, and/or any event organizer hired by the Portland Rose Festival or Rose Festival Foundation, (Permittee), for the Grand Floral Walk and Grand Floral Parade contingent upon fulfillment of the provisions outlined in Sections III and IV.
5. A revocable permit is granted to the Portland Rose Festival, and/or any event organizer hired by the Portland Rose Festival or Rose Festival Foundation, (Permittee), to close portions of city streets for formation and disband areas as indicated on the attached map marked "Exhibit 3" and made a part of this by reference, from 7:00 a.m. until the parade is completed and has disbanded.

- A. Insurance and liability agreement requirements are based on the location of the use, whether the event requires a closed course, the use of animals and/or motor vehicles other than support vehicles, and whether the event involves athletic activity. An assessment of risk and the necessity for insurance and liability agreements are part of the permit review process. The Portland Rose Festival Foundation, and/or any event organizer hired by the Portland Rose Festival Foundation, will be required to purchase insurance and liability agreements for all of the events listed in this document. The Portland Rose Festival, and/or any event organizer hired by the Portland Rose Festival or Rose Festival Foundation, agrees to submit such agreements to complete the application process.

B. Insurance Requirements

1. The City of Portland requires that all special events requiring a City Permit have applicable insurance coverage for the term of the permit. No less than thirty (30) days prior to commencing any of the activities listed in this document, the Portland Rose Festival, and/or any event organizer hired by the Portland Rose Festival or Rose Festival Foundation, at no expense to the City, must obtain and file with the Special Events Coordinator, all required policy or policies of insurance as enumerated below.
2. Events and activities requiring insurance include but are not limited to:
 - a. Erecting and maintaining flags and banners on ornamental light standards
 - b. Use of Tom McCall Waterfront Park
 - c. Starlight Parade
 - d. Junior Rose Festival Parade
 - e. Grand Floral Walk
 - f. Grand Floral Parade
 - g. All City street and/or sidewalk closures
 - h. Additional events utilizing City streets, sidewalks, or properties
3. All insurance coverage provisions, and limits, may be revised or increased by the City Attorney, to reflect risk exposure. The limits of insurance are subject to statutory changes as to maximum limits of liability imposed on municipalities of the State of Oregon.
4. All insurance policies and subsequent renewals must be maintained in full force and effect, at no expense to the City, throughout the entire period of the permit. All deductibles or self-insured retentions are the responsibility of the permit holder but must be disclosed and are subject to approval by the City's City Attorney.
5. Notwithstanding the naming of additional insureds, the insurance must protect each insured in the same manner as though a separate policy had been issued to each, but nothing within the policy will operate to increase the insurer's liability as set forth elsewhere in the policy beyond the amount or amounts for which the insurer would have been liable if only one person or interest had been named as insured. The coverage will apply to claims between insureds on the policy.

Insurance Requirements (cont.)

C. Insurance Policy Requirements

1. All policies
 - a. Are subject to approval by the City Attorney as to Company, Form and Coverage;
 - b. Must be primary to all other insurance, and
 - c. Must protect the City from any and all claims and risks in connection with any activity performed by the Portland Rose Festival, and/or any event organizer hired by the Portland Rose Festival or Rose Festival Foundation by virtue of this Agreement, or any use and occupancy of the Premises authorized by this Agreement. A permit will not be issued until the insurance has been approved by the City Attorney.
2. The insurance must meet the following minimum requirements:
 - a. Commercial General Liability, written on an insurance industry standard occurrence form or equivalent, including all of the usual coverage known as:
 - (1) Premises/Operations Liability
 - (2) Products/Completed Operations
 - (3) Personal/Advertising Injury
 - (4) Contractual Liability
 - (5) Independent Contractors Liability
 - (6) Stop Gap or Employers Contingent Liability
 - (7) Liquor Liability/Host Liquor Liability (if applicable)
 - b. Minimum limit of coverage will be \$1,000,000 for each occurrence **except** for the following exposures:
 - (1) Where liability insurance is required by any section of the Portland Fire Code, or as a permit condition for any controlled hazardous activity, including pyrotechnic activities, with an approved permit from City of Portland Fire Bureau, minimum limits of not less than \$2,000,000 combined single limit per occurrence and annual aggregate, with no deductible, and naming the City of Portland as an additional insured. The Fire Chief or the Fire Chief's authorized representative may increase or decrease these amounts.
 - (2) Liquor Liability Insurance, with an approved permit from Oregon Liquor Control Commission, limits of not less than \$2,000,000 each occurrence.
 - (3) Animal related activities with non-standard household pets, limit of not less than \$2,000,000 each occurrence.
 - (4) Motorized individual participant activities, including motorcycles, powered model cars, and non-standard personal car activities, limit of not less than \$2,000,000 each occurrence.

Insurance Policy Requirements (cont.)

- (5) The City Attorney may determine that additional hazardous activities not listed above will require insurance of not less than \$2,000,000 each occurrence.
3. Commercial insurance provisions must be demonstrated and documented for all Volunteers, with a minimum limit of \$25,000 per person, accident medical/AD&D, and Insurance Policies personal liability with a minimum limit of \$100,000 per person. Volunteers driving in the course of their activity must have current liability insurance that meets the State of Oregon statutes. Permit holders are encouraged to require, or provide, excess liability insurance for their volunteer drivers.
4. The permit holder must secure its liability for industrial injury to its employees in accordance with the provisions of ORS 731.166 of the Oregon Revised Statutes. The permit holder is responsible for Workers' Compensation Insurance for any subcontractor it may use or hire for purposes of this permit activity, including staging. The permit holder assumes all risk of damage to the activity site and its property, injury to its officers, directors, agents, contractors, or invitees, in or about the activity premises from any cause, and waives all claims against the City. The permit holder also waives, with respect to the City only, its immunity under ORS 731.166 of the Oregon Revised Statutes.
5. Participant medical coverage must be demonstrated and documented with either a City-approved, or sponsoring organization approved, indemnification agreement, signed by each participant, or a commercial insurance policy or endorsement providing not less than \$25,000 medical/AD&D limits of insurance. All indemnification agreements must hold the City of Portland, including its employees, officers, officials, volunteers, and agents, harmless for all claims related to or resulting from the participant's activities and resulting injuries or death.
6. In no event will such indemnification extend to any law enforcement activities of the Portland Police Bureau, except where such activities are undertaken at Permittee's request or direction. Permittee must execute an indemnification and hold harmless agreement incorporating the terms and requirements of this provision.

D. The Following Documents must be Provided as Evidence of Insurance Coverage:

1. A signed Certificate of Insurance, showing the policies' numbers, ISO form numbers, any deductible or self-insured retention, effective dates, limits of liability sorted by required coverage type, name, and dates of events. Specific or unusual exposure coverage required by the permit should be stated. Certificate holder must be "City of Portland."
2. A copy of the actual endorsement naming the "City of Portland" as an Additional Insured, showing the policy number and signed by an authorized representative of the insurance company.

Insurance Policy Requirements (cont.)

- E.** The Required Evidence of Insurance and Questions Related to Insurance Should be Sent to the Special Events Coordinator. All insurance documents are due to the Special Events Coordinator not less than thirty (30) days before the event. Late submittals may not be approved in time to issue a permit. Rose Festival City use Permits will not be issued without approved insurance.
- F.** If the Insurance is Cancelled or Terminated Prior to Completion of the City Use, the Event Organizer will Provide a New Policy with the Same Terms. The event organizer agrees to maintain continuous, uninterrupted coverage until the completion of the City use. The insurance will include coverage for any damages or injuries arising out of the use of automobiles or other motor vehicles by the event organizer. The event organizer will maintain on file with the Revenue Bureau a certificate of insurance certifying the coverage required by this section. The adequacy of the insurance will be subject to the approval of the City Attorney. Failure to maintain liability insurance will be cause for immediate revocation of event organizer's Permit, possible fines, and disqualification from obtaining permits for future events.

G. Liability Agreement:

The Portland Rose Festival, and/or any event organizer hired by the Portland Rose Festival or Rose Festival Foundation will hold harmless, defend and indemnify the City and the City's officers, agents and employees against all claims, demands, actions and suits (including all attorney fees and costs) brought against any of them arising from event organizer's activities authorized by a use permit.

Section IV: Rose Festival Street and Sidewalk Use Permits and Fees

- A.** Street and Sidewalk Use Permit Fees: Revocable Street and Sidewalk Use Permits are granted by the Revenue Bureau Special Events Program to the Portland Rose Festival, and/or any event organizer hired by the Rose Festival Foundation (referred to here as "Permittee(s)"), for the each of the following Rose Festival Events:
 - 1. Starlight Parade
 - 2. Junior Rose Parade
 - 3. Grand Floral Parade and Walk
- B.** The Permittee(s) agree to abide by the provisions of PCC 7.22 and corresponding Administrative Rules, except for application fees and cost recovery structures, which are outlined below in subsections C through F of this section.
 - 1. All Rose Festival events occurring on city streets or sidewalks, new or annual in nature, are required to complete and submit an event application for program review.
 - 2. The Revenue Bureau Director, or designee, and Special Events Advisory Committee will review the application and make recommendations or modifications.

Section IV (cont.)

3. All Rose Festival events are subject to modifications, permit denials and revocations, and appeals process.

C. The Permittee(s) agree to pay the following Street and Sidewalk Use Permit fees:

Starlight Parade:	\$2,955.00
Junior Rose Festival Parade:	\$2,955.00
Grand Floral Parade and Walk:	\$2,955.00
 Total Rose Festival Use Fees:	 \$8,865.00

- D. Due to the strain on city support services during Rose Festival, and the inability for the City to support additional Street and Sidewalk Uses during Rose Festival, the Rose Festival will be assessed annual fees of \$2,955 per event or \$8,865 for all Rose Festival street and sidewalk use events, whichever is higher. Fees will be subject to an annual cost of living adjustment after 2010.
- E. **Annual Cost of Living Adjustment:** the escalation of application fees will be based on the percentage increase of the Consumer Price Index for the preceding year over the current application fee amount. The index to be used will be the Consumer Price Index, Urban Wage Earners and Clerical Workers; Portland/Salem published by the United States Department of Labor, Bureau of Labor Statistics. The change in fee, if any, will take effect on January 1 each year. In no event will the adjustment serve to reduce the fees below the then current Section IV level. The Revenue Bureau Director may determine that fee escalation is not necessary even if the Consumer Price Index indicates an escalation may be made.
- F. **Factors that Influence the Costs for City Services:** The Portland Rose Festival, and/or any event organizer hired by the Portland Rose Festival or Rose Festival Foundation are encouraged to reduce the costs for city services by contacting the Special Events Coordinator for strategies to reduce costs. The factors that will be jointly evaluated by the Special Events Coordinator and Rose Festival event organizer include, but are not limited to: event location, route, street selection, use of the right-of-way, distance, event duration, pacing, time of day, day of the week, parking hooding and removal, clean-up requirements, use of state highways or streets, transit interruptions and rerouting, railroad and transit crossings, bridge use, parks use, number of participants and spectators, and traffic flow.

Section V: Other Permits for Rose Festival Events not Outlined in this Document.

- A. It is the responsibility of the Portland Rose Festival, and/or any event organizer hired by the Portland Rose Festival or Rose Festival Foundation to obtain any other permit that may be required for a particular use not included in this document. Examples of permits for other uses that may be obtained from the other agencies include, but are not limited to:

1. Parks and other venues:

- a. City Parks: Portland Parks and Recreation.

Section V (cont.)

- b. Schrunk Plaza: U. S. General Services Administration.
 - c. Pioneer Courthouse Square: Pioneer Courthouse Square Office.
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- 2. Amplified sound: City Noise Control Officer.
 - 3. Structure erected in or over a street: City Street Systems Division.
 - 4. Use of Bridges: contact Special Events Coordinator for information regarding specific bridges.
 - 5. Bridge closure (30 day notice required): Multnomah County Bridge Division.
 - 6. Food service: Multnomah County Health Division.
 - 7. Alcoholic beverages: Oregon Liquor Control Commission.
 - 8. Light rail or bus routes, TriMet.
 - 9. Block parties: Local Neighborhood Association or Portland Office of Neighborhood Involvement.
 - 10. Community events, street fairs, and festivals: Portland Bureau of Transportation.
 - 11. Festivals, special events, and celebrations: Fire Bureau.
 - 12. Staging in the street: Portland Bureau of Transportation, Street Systems.
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- B.** The Revenue Bureau does not guarantee the waiving of fees for Rose Festival events requiring permits from other agencies or municipalities.

STARLIGHT PARADE AND RUN
SATURDAY, JUNE 4, 2011
7:45 PM - RUN, 8:30 PM - PARADE





