

February 12, 2019 - presented for approval.

R2019-13: RESOLUTION ESTABLISHING FEES AND RULES OF USE FOR THE CITY'S NEW MOBILE ENTERTAINMENT STAGE.

Applicant/Purpose: Staff / to set rules & establish fees for use of the City's mobile stage.

Brief:

- The City purchased a mobile entertainment stage in July 2018 & took possession in September 2018.
- The City anticipates increased demand for the stage, from public & private entities, as the festival season approaches.
- The City needs to set reasonable rules, regulations, & fees for the use of the stage.

Issues:

- Proposed fees:
 - 1-day event = \$2,250.
 - 2-3-day event = \$3,500. Over 3-day events will be charged \$500/day.
 - Rental requires a 50% deposit.
 - 1-day set-up is included w/ the fee.
- Only trained City personnel can transport, set-up stage, & take down stage.
 - Stage can only be transported w/in Horry County.
 - Additional transportation fees may apply depending on destination.
- Requires a City official to act as a site supervisor for the stage during event.
 - Fees are not included in rental of the stage:
 - \$20/ hour.
 - \$30/ hour for overtime, if necessary.
 - \$50/hour for holiday pay.
- Site supervisor will:
 - Monitor stage use & weather conditions.
 - Has the authority to shut down stage if conditions become adverse (winds over 25 mph, lightning/rain, inappropriate/dangerous use).
 - No refunds will be issued if site supervisor deems it is necessary to close the stage for weather or inappropriate use.
- Renting party shall name the City as an additional insured.

Public Notification: Normal meeting notification.

Alternatives:

- Modify the proposed resolution.
- Deny the proposed resolution.

Financial Impact: The City could see a very nominal increase in rental fees associated w/ the stage.

Manager's Recommendation: I recommend approval.

Attachment(s): Proposed resolution.

CITY OF MYRTLE BEACH
COUNTY OF HORRY
STATE OF SOUTH CAROLINA

RESOLUTION ESTABLISHING FEES AND
RULES OF USE FOR THE CITY'S NEW MOBILE
ENTERTAINMENT STAGE.

WHEREAS, the City acquired a new entertainment stage for Special Events on July 25, 2018;
and

WHEREAS, the stage was delivered to the City in September, 2018; and

WHEREAS, as the Spring and Summer months approach the City is expecting to receive
numerous request for the stage use for its own events and others; and

WHEREAS, the City desires to set fees for stage rental along with rules and regulations for its
use;

NOW THERFORE, it is resolved that the Myrtle Beach City Council hereby adopts the attached
mobile stage rental application, applicable fees, and regulations for outside groups wishing to
utilize the new mobile entertainment stage.

SIGNED, SEALED and DATED, this 12th day of February, 2019.

BRENDA BETHUNE, MAYOR

ATTEST:

JENNIFER STANFORD, CITY CLERK



SPECIAL EVENTS STAGE RENTAL FEES

● Rental Costs: Stage

- **Rental Fee City**

- (1) day event = \$2,250

- (2 or 3) day event = \$3,500

- *business, organization or resident residing in the 29577 zip code

- *(Includes one advance set-up day if necessary)

- **Non-City business, organization or residents**

- (1) day event = \$2,750

- (2 or 3) day event = \$4,000

- business, organization or resident residing outside the 29577 zip code

- *(Includes one advance set-up day if necessary)

- **Set-Up / Take down** – (1) day set-up included. \$500.00 each additional day. The City holds the discretion of the take down.

- If additional stage elements are needed from the M.B. Convention Center, such as frames, decks or risers, the renter may be required to pay for the rental of the materials and the labor fees.

● Labor Costs:

- Mandatory Event Stage Monitor - Operator – (1 person minimum)

- Basic labor - \$20.00/hour/person

- Overtime Rate during non-business hours - \$30.00/hour/person

- Holiday Rate - \$50.00/hour/person



SPECIAL EVENTS STAGE MANAGEMENT

● Rental Parameters:

- The Special Events Technical Review Committee and City Council must approve the rental of the stage.
- No exemptions from rental fees.
- Stage Rental Application / Agreement - Waiver / Indemnity forms
- COI, deposit, production stage plot, production schedule
- Pre-event inspection form, post-event inspection form
- Rental distance is within the City Limits of Myrtle Beach

● Stage needs:

- Certified Inspection every 6 months
- Transport vehicle: Ford 350 SRW 6.7L V8 Turbo Diesel Pickup 5th - Wheel / Gooseneck Towing \$50,000 (Currently proposed in the 2019-20 Special Events budget)
- Maintenance Workers – trained stage operators
- Stage storage - Convention Center / Public works Administration Utilities Storage
- Routine Maintenance Schedule every 3 months
- Anemometer / tie downs
- Stick-on levels
- The Special Events Division will manage the rental application, revenue stream and labor costs.

Application for Mobile Stage Rental

Please return this form (make copy for your records) along with the appropriate payment at least _____ days prior to your event to:

City of Myrtle Beach Special Events Coordinator
PO Drawer 2468
Myrtle Beach, SC 29578-2468

Date of Application: _____ Date(s) Stage Requested: _____
(Application must be received at least 90 days prior to request)

Reason for Request: _____

Location of Event: _____
(Must be within the limits of Horry County)

Expected Event Attendance: _____

Explanation of how will the stage is to be used:

Name of Person Responsible for Request: _____

Address: _____ Phone # _____

Location where the stage is to be set-up:

(State location where the stage is to be located at the event, include a map if possible)

Event Type	Set-up Time What time do you want the stage delivered?	Event Start Time	Event End Time	Take Down What time do want the stage removed?

I accept responsibility for care of any equipment rented and agree to pay for any damages or loss and to provide insurance coverage as necessary. I will be responsible for reserving the location where the mobile stage is to be placed and will meet City of Myrtle Beach Special Events Staff to assure proper stage placement. I understand that once the mobile stage is in place, it will not be moved until the date mutually agreed upon by myself and the City of Myrtle Beach. I also understand the mobile stage may only be moved by City of Myrtle Beach Special Events Staff.

Signature of Applicant

Date

Application for Mobile Stage Rental

Stage Rental Cost:

- (1) Day Event
\$2250.00
- (2-3) Day Event
\$3500.00

Set-Up / Take down - (1) day set-up included. \$500.00 each additional day. The City holds the discretion of the take down.

Labor cost:

- Event Stage Monitor / Operator
 - \$20.00 per hour (Basic rate)
 - \$30.00 per hour (Overtime rate)
 - \$50.00 per hour (Holiday rate)

Deposit:

- = 50% of the rental fee.

Rules and Regulations

- All fees and deposit must be received by the City of Myrtle Beach prior to the delivery of the stage.
- All organizations are required to pay for any damage to the equipment that occurs during the periods of use. Assessed damage costs may exceed the amount of the damage deposit.
- The mobile stage can only be transported by City of Myrtle Beach Special Events Staff personnel and cannot be moved once it is in place. Transportation fees may be added to the rental cost of the stage if the stage is going to be used in an area that is not accessible by the City's transportation vehicle.
- No posters, banners, signs or other materials can be adhered to the stage without prior approval from the City of Myrtle Beach. No tape, glue or adhesive material may be used on stage walls, floors, ceiling or any other part of the stage. Any failure to comply with this provision could result in loss of deposit and possible additional repair charge.
- The site supervisor will monitor stage use as well as weather conditions and will have the authority to shut down the stage if conditions become adverse. Adverse conditions include, but are not limited to, winds over 25mph, lightning, rain, and/or use deemed inappropriate or dangerous. If the stage is closed for reasons deemed necessary by the site supervisor, a refund will not be issued. Refunds will not be issued for advance cancellations made by renter.
- The renting party shall provide the City with a certificate of insurance evidencing general liability insurance in the amount of \$1 million per occurrence and \$2 million aggregate. The policy shall name the City of Myrtle Beach and the renter as insured parties, and the renter shall provide a certificate of insurance prior to the commencement of operations under the

contract. The renter and its insurer shall notify the City within ten (10) days of any insurance cancellation. The individual or organization renting the mobile stage agrees to release, hold harmless and indemnify the City of Myrtle Beach, and its officers, employees, agents and assigns from any and all claims that may arise as a result of the individual/organization's use of the mobile stage. This includes, but is not limited to, claims for personal injury and property damage, whether such claims may be brought by the renting individual/organization, or by any third party.

- Persons renting the stage must have a valid and up to date City of Myrtle Beach Business License.
- The renting party shall be responsible for compliance with all State laws and regulations, including those governing special events and the use of stages.
- The City of Myrtle Beach shall at all times reserve the right to withhold approval of stage rental based upon availability and/or purpose for rental.