



City of Aurora

Special Events • 44 E. Downer Place Aurora, Illinois 60507-2067 • (630) 256-3370

Delia Nila Basile
Special Events

Committee Referral Summary

To: Mayor Thomas J. Weisner

From: Delia Nila Basile, Special Events Coordinator

Date: Monday, July 15, 2013

Subject: Government Operations Request for Tuesday, July 23, 2013 at 4:30 pm
Buenos Nuevas Community Church – Kermes & Health Fair
Saturday, August 17, 2013

PURPOSE: Buenos Nuevas Community Church is requesting approval to conduct a health fair on the grass area of the Church property at 402 Sherman Avenue on Saturday, August 17, 2013 from 9:00 am- 5:00 p.m. The health fair will be doing dental checks, physicals and eye examinations with a food vendor and Christian music.

BACKGROUND: This is the inaugural year of this event; the organizers plan to attract 300 participants throughout the day. There is no cost to attend. The entire event will be in the church lot. See attached map. The organizers have completed the Crowd Manager Workshop through Fire Prevention

DISCUSSION: Buenas Nuevas Community Church is requesting approval to host a health fair on their church property.

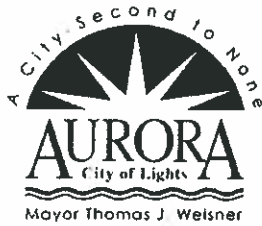
RECOMMENDATIONS: Please forward to the Government Operations Committee for review and approval.

Forward to the G.O. Committee for consideration

TM 7/19/13
 Mayor's Office Initials & Date

cc: Alderman Scheketa Hart-Burns
 Alderman Lynn Johnson
 Rick Guzman, Assistant Chief of Staff
 Dan Barreiro, Chief Community Services Officer
 Rosario DeLeon, Chief Operations Officer
 Commander Groom, Police Department
 John Lehman, Fire Department
 Ken Maurice, Youth Services

Alderman Ted Mesiacos
 Clayton Muhammad, Public Information
 Shelly Windett, Alderman's Office
 Matt Perez, Fire Department
 Isabel Kodron, City Clerk
 Cecilia Soto, Customer Service
 Sara Townsend, Community Services
 Marilex Toro, Organizer



2013 SPECIAL EVENT APPLICATION FESTIVAL & OTHER EVENT PERMIT

Any Special Event Sponsor requesting municipal approvals, services, assistance and/or other support from the City of Aurora for a special event must provide the following information. Submittal of application does not constitute approval. **Events requiring Public Safety resources may be limited to one per year.**

ORGANIZATION: Buenas Nuevas Community DATE: _____

STATUS (check one): Unincorporated _____ 501(c)3 Individual _____ Other _____

FEDERAL EMPLOYER IDENTIFICATION NUMBER: 20-5718166

CONTACT NAME: Marilex TORO

PHONE NUMBER: 630-338-2959 630-978-5265
DAYTIME CELLULAR FAX

EMAIL ADDRESS: marilext@yahoo.com

NAME OF EVENT: Kermes + health Fair

TYPE OF EVENT (check one): Health Festival/Fair Car Show _____
Other Raffle (House)

PURPOSE OF EVENT/DESCRIPTION: Health Fair, Raffle (House),

music, selling food; AFD engine.
"Dental, physical, eye examinations"

DATE(S) OF EVENT: August 17, 2013

EVENT HOURS: 9am-6pm SET UP HOURS: 6am BREAKDOWN: 6pm

SITE OF EVENT: (attach site map) 402 Sherman Ave, Aurora, IL 60505
Mailing Address: P.O. Box 5755, Aurora, IL 60507

PROJECTED ATTENDANCE: 350 PAST ATTENDANCE: _____

NUMBER OF VOLUNTEERS/PERSONNEL FOR EVENT: 30

RAIN POLICY: cancel, postpone for next week.

HOW MANY YEARS HAS THE EVENT BEEN HELD?: first year.

THIS APPLICATION, WITH A DETAILED SITE PLAN ATTACHED, AND ANY OTHER APPLICABLE DOCUMENTS AS OUTLINED HEREIN, MUST BE REMITTED TO SPECIAL EVENTS NO LATER THAN ONEHUNDRED AND TWENTY (120) DAYS PRIOR TO THE OPENING DAY OF THE EVENT. Late or incomplete applications may be denied. Mail application to **Special Events, City of Aurora, 44 East Downer Place, Aurora, IL. 60505**, email to **stownsend@aurora-il.org** or fax to **(630) 256-3379**. *The contact will be notified to confirm receipt of application.* A copy of the application will then be forwarded to the appropriate committees for consideration of approval.

HOLD HARMLESS CLAUSE: The special events sponsor hereby agrees to indemnify and hold harmless the City of Aurora, Illinois, its agents, public officials, officers, employees and authorized volunteers, from and against any and all legal actions, claims, damages, losses, expenses arising out of the permitted event/activity or any activity associated with the conduct of the sponsor's operation of the event, including but not limited to, claims for personal or bodily injury, disease or death, or injury to or destruction of property, excluding claims caused by the willful commission or omission by employees of the City of Aurora acting within the scope of their employment. Further, the event sponsor agrees to indemnify the City of Aurora and any of its agents, public officers, officials or employees and authorized volunteers for any attorney's fees and court costs incurred or to be incurred in defending any actions brought against them as a result of the sponsor's use of public property or operation of the event as set forth in the application for special permit.


INSURANCE REQUIREMENTS: Proof of insurance is required of all Special Event Sponsors prior to the event. The attached list of insurance requirements should be reviewed immediately with your Insurance Agent to comply. Please provide document along with your completed application **14 days prior to event** to Special Events, City of Aurora, 44 East Downer Place, Aurora, IL. 60505, e-mail to **stownsend@aurora-il.org** or fax to (630) 256-3379. Coverage shall be from reputable insurance companies in amounts acceptable to the City of Aurora. *Failure to provide said acceptable insurance coverage in a timely manner is grounds for non-issuance or revocation of the permit.*

PERMITTED USE OF PUBLIC PROPERTY: Whereas the Special Event Sponsor agrees to use the public property at 402 Sherman Ave. in Aurora, Illinois, known as Baras Nuevas Community Church, for staging of health fair, the City of Aurora does hereby agree to permit for use, these premises for the date(s) of August 13 through _____, 2013. Sponsor does hereby agree to conduct only that business/activity which is described in the Special Event Permit Application, and agrees to all municipal requirements. Sponsor further agrees that within thirty (30) days of the conclusion of the event it will, at its own expense, provide for the repair, replacement or maintenance of any damaged, lost or stolen portions of the subject property including, but not limited to landscaping, street or buildings and/or pavement.

LIABILITY WAIVER: The event sponsor agrees for itself and/or its employees, agents, or volunteers associated or to be associated with the activity for which the permit is being sought, to waive and relinquish all claims that may result in any manner against the City of Aurora, its agents, public officers, officials or employees and authorized volunteers from said sponsored event or activity, except for acts caused by the willful and wanton misconduct by employees of the City of Aurora acting within the scope of their employment.

AUTHORIZED SIGNATURES: I hereby attest that I am authorized to bind the sponsor and/or its employees, agents, or volunteers associated or to be associated with the activity for which the permit is being sought, to the terms of this agreement. I have read and understand all regulations and requirements outlined herein. I/we do hereby agree to abide by all rules and regulations outlined herein. I/we hereby agree to meet all requirements for documentation, certification, licensing, financial responsibility and all other aspects of staging a Special Event in the City of Aurora, as outlined herein. ***I/we understand that our lack of meeting all requirements outlined herein may result in the denial or cancellation of the proposed Special Event.***

Permit applied for and all terms and stipulations agreed to by:

Alexander A. Muroz 
Name (please print) Signature

Signatory Title (if applicable) Date

Google

Address **402 Sherman Ave**
Aurora, IL 60505

Get Google Maps on your phone
Text the word "GMAPS" to 466453



2013 SPECIAL EVENT WORKSHEET FOR FESTIVALS & OTHER EVENTS

NAME OF EVENT: Buenas Noches health Fair

SAFETY PROCEDURES:

1) Will you be providing private on-site security? YES NO

Security Company name: CIA - chaplains cert

Security Company contact: Daniel Gonzalez Cell phone: 630-301-2097

Where will security be needed? yes

Time security will be needed: 9am - 6pm

Will Aurora Police Department officers be requested? YES NO
If requesting APD officers, you must contact "Off Duty Extra Jobs" at (630) 256-5000 for scheduling and fees. *12-3pm*

2) What are your plans for medical assistance? Yes. Aurora Fire Dept.
If requesting Aurora Fire Department assistance, contact them at (630) 256-4000 for scheduling and fees.

3) Will there be fireworks at your event? YES NO
Name and phone of person responsible for clean-up after fireworks: _____

The Aurora Fire Marshall must be contacted at (630) 256-4130 for approval, permitting and consultation. Contract must be 30 days before event.

4) Is this event open to the public? YES NO
An Operational Permit Application must be submitted to the Aurora Fire Prevention Bureau at 630-256-4130. *7/11/13 Will be submitted Aurora Fire*

5) Will you be using or renting tents for your event? YES NO
Aurora Fire Prevention Bureau must be contacted for approval, and permit depending on the size and type of the tent. *7/11/13 Aurora Fire Pre*

6) Are food vendors using open flame cooking equipment or deep fryers?
YES NO
A Food Vendor Permit Application must be submitted to the Aurora Fire Prevention Bureau. *7/11/13 Food Vendors*

SET UP / CLEAN UP:

1) Name of person in charge of set up: Daniel Gonzalez (630) 301-2097
Alexander muntez Cell Phone 630-518-6002
2) Set up time: 8am Breakdown time: 6pm
3) Name of clean up contact person: Same Above Cell Phone Same Above

FEES AND PROCEEDS:

1) Will admission be charged for this event? YES NO
If yes, how much: Adult _____ Seniors _____ Students _____
Children 5 & Under _____ Families _____

2) Please indicate vendor fees: Food: Church will be selling for donation \$1 (TACOS) Merchandise: NO
\$1 (water females)
3) Will alcoholic beverage(s) be sold? YES NO

If yes, what beverage and at what cost?

City Clerk must be contacted at (630) 256-3070 regarding liquor permit, fee and proof of dram shop insurance.

4) What does the Sponsor intend to do with any revenue over and above the expenditures? Church donation
Please provide a financial report for the previous year breaking out expenses, revenue by category and in-kind. (New events need to submit a proposed budget.)

5) Previous year revenue: _____

ENTERTAINMENT AND PROMOTIONS:

A Music Festival Permit is required for live music with attendance over 350 people.

1) List names of performers and entertainment groups:
City Clerk must be contacted at (630) 256-3070 regarding Music Festival Permit and fee.
Group Bonas nepeca (630) 338-2859, Various Christian Singers

2) Describe other entertainment / activities planned for your event: Health fair

- City Clerk must be contacted at (630) 256-3070 regarding Carnival Permit/fee
- Aurora Fire Prevention Bureau at (630) 256-4130 regarding Assembly and Vendor Permits
- Animal Control must be contacted at (630) 256-3630 regarding permits for pony rides, petting zoos or animal related exhibits.

3) How will your event be promoted? Television _____ Radio Newsletters _____
Posters _____ Flyers Facebook Twitter _____ Website www.1010(chicago)

PUBLIC PROPERTIES PROCEDURES:

If you are requesting city services please complete the following:

1) Will you need barricades? YES + NO _____

Purpose of barricades: traffic control

Location of placement: fourth + Pearl St Amount needed: 6

Date barricades needed: August 17, 2013 Time of placement: 8am

Name of company providing service if other than City: Christian chaplains
Contact the Street Department at 630-256-3682 regarding availability and fees.

2) Will you need additional trash bins? YES + NO _____

If yes, number requested: Barrels: Yes Cardboard trash bins: NO
Contact the Sanitation at (630) 688-2179 regarding scheduling and fees.
Cardboard Containers = 6

go to Alderman's office

Contact and phone number of company delivering dumpster: Attach proposal

*\$7.00
→ 150*

Where will dumpster be placed? Attach Picture

When will dumpster be delivered? August 17, 2013 8am

When will dumpster be picked up? August 18, 2013 8am

NO 3) A street sweeper will be needed to properly clean city property (Street, Parking Lots, etc.).

Location: 402 Sherman Ave Aurora, IL Date: August 17, 2013 Time: 7pm

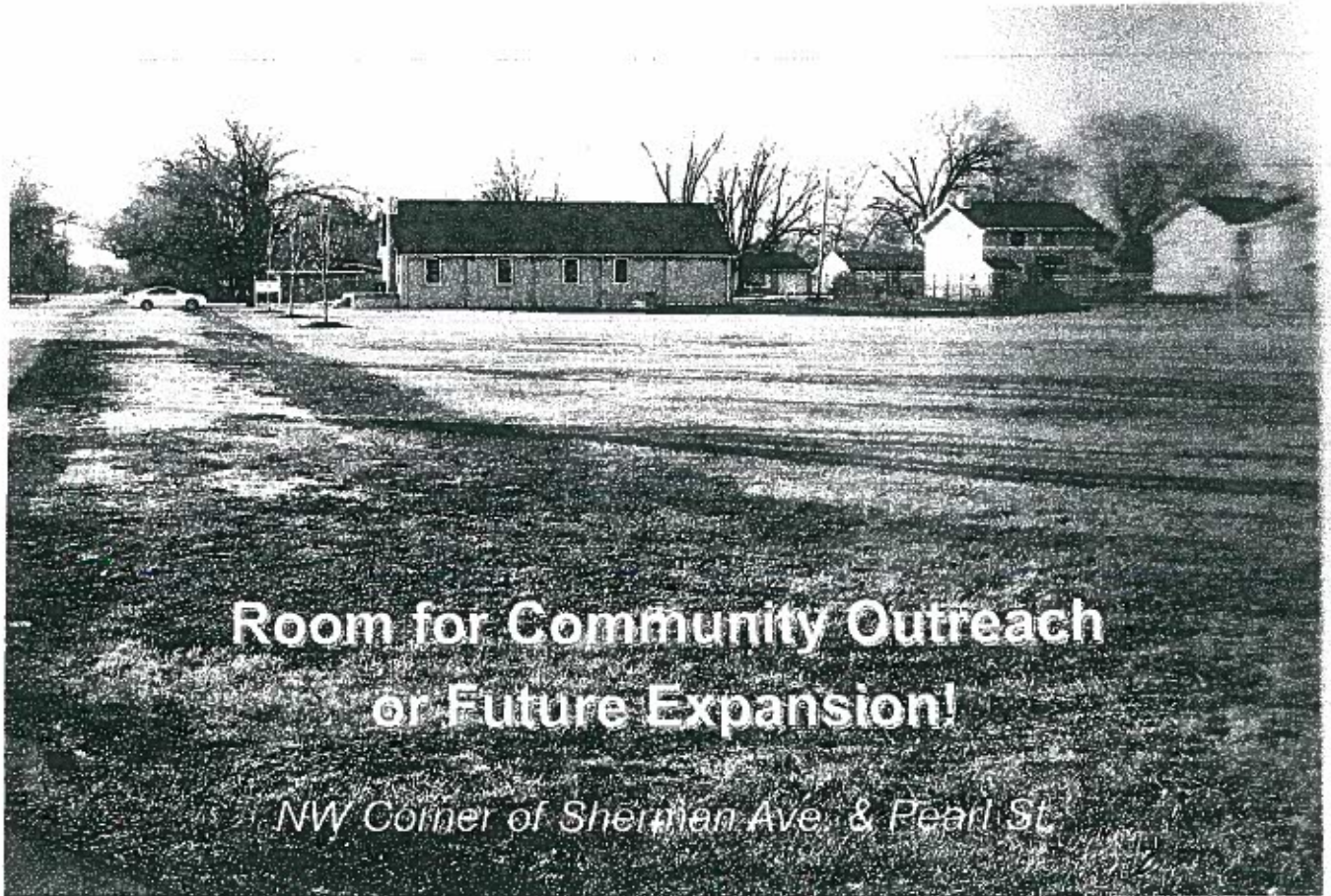
Name of company providing service, if not City: The Church
Contact the Street Department at 630-256-3681 regarding fees.

4) Potable water is required for events with live animals or food concessions:

Location: 402 Sherman Ave Amount: (water at the church)

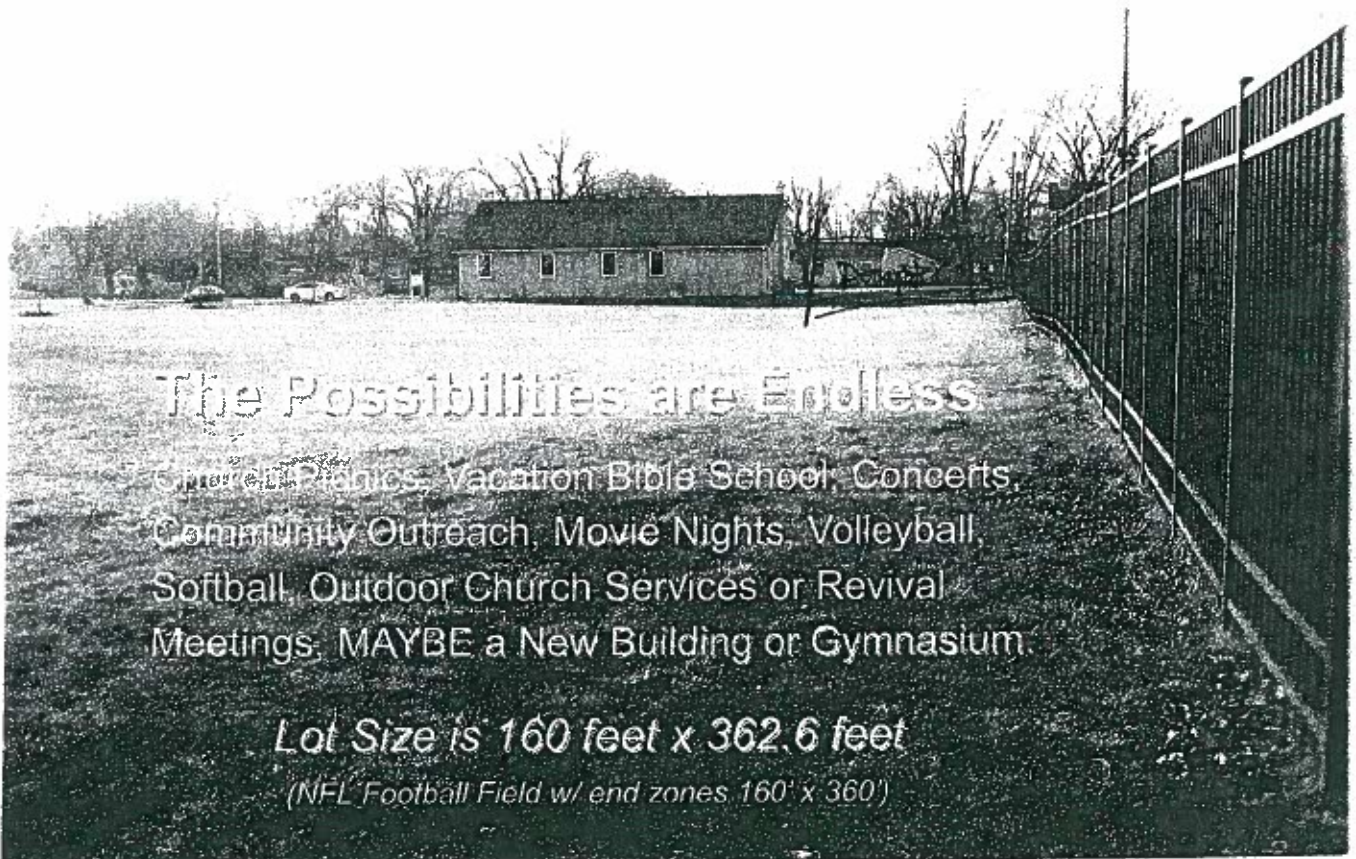
Date: August 17, 2013 Time: 9am - 6pm

Contact the Water & Sewer Department at (630) 256-3742 regarding fees.
3600 500



**Room for Community Outreach
or Future Expansion!**

NW Corner of Sherman Ave. & Pearl St.



The Possibilities are Endless

*Church Picnics, Vacation Bible School, Concerts,
Community Outreach, Movie Nights, Volleyball,
Softball, Outdoor Church Services or Revival
Meetings, MAYBE a New Building or Gymnasium.*

Lot Size is 160 feet x 362.6 feet

(NFL Football Field w/ end zones 160' x 360')

5) Will you require electrical service YES _____ NO X
Generators are required for live music and carnivals to be provided by organization.

Contact information providing generator: _____

Contact information providing sound system: _____

Concessions including beer trailers: 110 amps @ _____ lines @ \$20 = Cost \$ _____
Contact the Electrical Department at 630-892-1415 regarding availability and fee.

6) Will parking considerations be needed? YES _____ NO X

Type(s): _____

Location: _____ Amount: _____

Date: _____ Time: _____

Estimated cost(s): \$ _____
Contact Motor Vehicle Parking Revenue & Collections at (630)256-3580 regarding fee.

ADDITIONAL INFORMATION

\$ 180.

BUENAS NUEVAS COMMUNITY
PROPOSED BUDGET
CHURCH EVENT

INCOME

Soft drinks and Water Sales	\$ 600.00
Food Sales	\$ 1,500.00
10% of all External Vendors sales	\$ 700.00

TOTAL **\$ 2,800.00**

EXPENSES

Cardboard Container	\$ 105.00
Permit Application	\$ 100.00
Police Services	\$ 120.00
Barricades	\$ 50.00
Drinking Water	\$ 100.00
Stage	\$ 500.00
Musicians	\$ 500.00

TOTAL **\$ 1,475.00**

NET INCOME **\$ 1,325.00**



Aurora Fire Department

Fire Prevention Bureau • 5 E. Downer Pl. Suite C • Aurora, IL 60505-2065 • (630) 254-1300
Fax (630) 258-4239

Multi-Purpose
Fire Marshal

REQUEST FOR FIRE DEPARTMENT PARTICIPATION

Date Participation is Requested: 8-17-2013 Time: 11:00 AM - 5:00 PM

Location: Christie Church, Boone, Nevada

Contact Person: Don Gomez (Carpenter) Phone #s: (830) 201-2092

Address: 402 SULLY AVE

Type of Participation Requested: AMS, PHARMACY UNIT, EMT/ME

TRUCK, TOWER, MATINGALS, MEDICAL TESTING

Block Party # _____

(1700000000)

NOTE: THE AURORA FIRE DEPARTMENT UTILIZES PERSONNEL AND VEHICLES FOR THESE REQUESTS THAT HAVE THE PRIMARY RESPONSIBILITY OF EMERGENCY RESPONSE FOR THEIR DISTRICT. THE DEPARTMENT CANNOT GUARANTEE THAT THESE UNITS WILL BE AVAILABLE FOR YOUR EVENT DUE TO EMERGENCY OPERATIONS OR OTHER EVENTS.

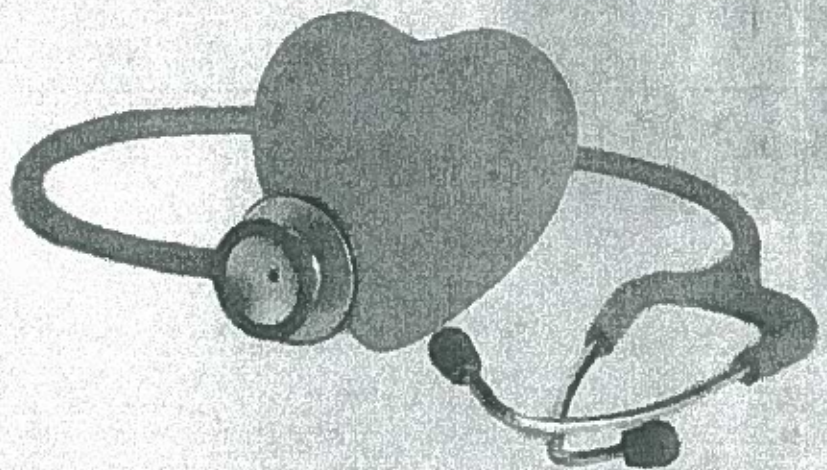
AGOSTO / 17 / 2013

COMUNIDAD CRISTIANA BUENAS NUEVAS

TE INVITA A LA

FERIA DE SALUD

TENDREMOS:
FERIA DE SALUD
COMIDA
MUSICA



Y MUCHO MAS

DESDE LAS
9:00 AM

402 SHERMAN AV AURORA ILINOIS

INVITAN

CONTACTOS 630-338-2859



COMUNIDAD CRISTIANA
BUENAS NUEVAS



American
Cancer
Society



UNIVISION
Radio



Pasion
106.7 fm



American
Heart




InsureOne



THE DIABETES RESOURCE
American
Diabetes
Association



Church people
Selling food

 **State of Illinois 2077488**
Department of Public Health

LICENSE, PERMIT, CERTIFICATION, REGISTRATION

The person, firm or corporation whose name appears on this certificate has complied with the provisions of the Illinois Statutes and/or rules and regulations and is hereby authorized to engage in the activity as indicated below.

ANTHONY KOHN/Acting Director
ACTING DIRECTOR

Issued under the authority of
The State of Illinois
Department of Public Health

EXPIRATION DATE	CATEGORY	I.D. NUMBER
04/25/07	055	013591778

MIRELYS GARCIA
IS CERTIFIED IN FOOD SERVICE
SANITATION BY EMAE JA 04/25/07

ISSUED 02/16/06

BUSINESS ADDRESS

MIRELYS GARCIA
2350 AVENUE LN
AURORA IL 60506

The face of this license has a colored background. Printed by Authority of the State of Illinois • 4/97 •

Church handling
Food.



State of Illinois 2076778
Department of Public Health

LICENSE, PERMIT, CERTIFICATION, REGISTRATION

The person, firm or corporation whose name appears on this certificate has complied with the provisions of the Illinois Statutes and/or rules and regulations and is hereby authorized to engage in the activity as indicated below.

~~ARTHUR SCHRAMM, M.D.~~
~~ACTING DIRECTOR~~

Issued under the authority of
The State of Illinois
Department of Public Health

EXPIRATION DATE	CATEGORY	I.D. NUMBER
04/25/2017	035	01391785
MARIA L NUÑOZ IS CERTIFIED IN FOOD SERVICE SANITATION BY LKAW ON 04/25/07		
ISSUED 02/11/12		

BUSINESS ADDRESS

MARIA L NUÑOZ
2306 WYANCOE LN
AURORA IL 60506

The face of this license has a colored background. Printed by Authority of the State of Illinois • 4/97 •

Food Church
people



State of Illinois 2018133

Department of Public Health

LICENSE, PERMIT, CERTIFICATION, REGISTRATION

The person, firm or corporation whose name appears on this certificate has complied with the provisions of the Illinois Statutes and/or rules and regulations and is hereby authorized to engage in the activity as indicated below.

DARREN J. ARGYLE, M.D.
DIRECTOR

Issued under the authority of
The State of Illinois
Department of Public Health

EXPIRATION DATE	CATEGORY	ID NUMBER
11/09/2015	055	01512822
JOSEFINA ESPARZA IS CERTIFIED IN FOOD SERVICE SANITATION BY EXAM ON 11/09/10		
ISSUED: 01/01/11		

BUSINESS ADDRESS

JOSEFINA ESPARZA
644 10WA AVE
AURORA

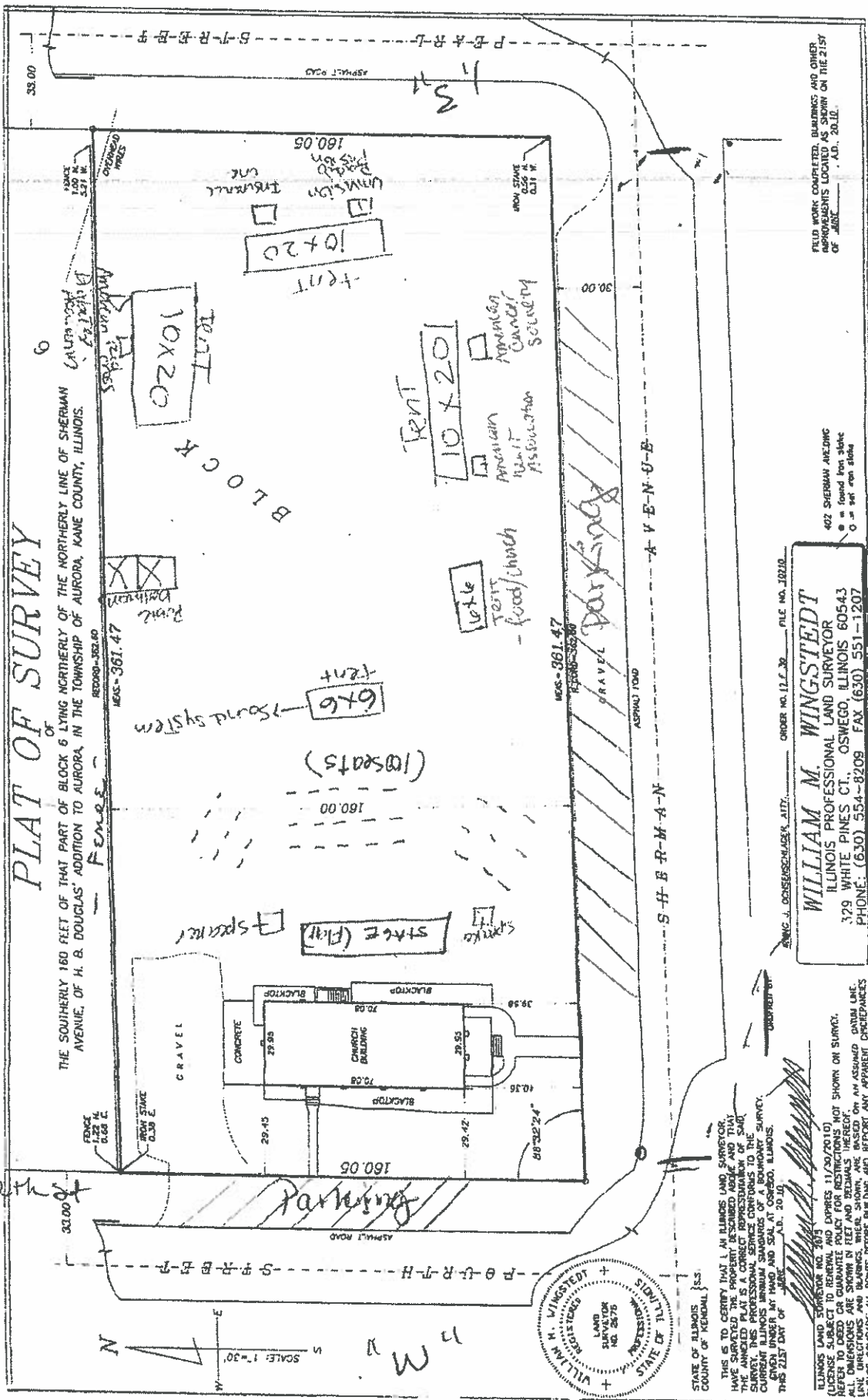
IL 60506

The face of this license has a colored background. Printed by Authority of the State of Illinois • 4/97 •

Buenos Nuevas Community Health Fair

PLAT OF SURVEY

THE SOUTHERLY 160 FEET OF THAT PART OF BLOCK 6 LYING NORTHERLY OF THE NORTHERLY LINE OF SHERMAN AVENUE, OF H. B. DOUGLAS' ADDITION TO AURORA IN THE TOWNSHIP OF AURORA, KANE COUNTY, ILLINOIS.



STATE OF ILLINOIS
COUNTY OF KANE

THIS IS TO CERTIFY THAT I, AN ILLINOIS LAND SURVEYOR, HAVE SURVEYED THE PROPERTY DESCRIBED ABOVE AND THAT THE ABOVE PLAT IS A CORRECT AND TRUE REPRESENTATION OF THE CURRENT ILLINOIS MAPPING STANDARDS OF A BOUNDARY SURVEY, GIVEN UNDER MY HAND AND SEAL AT OSWEGO, ILLINOIS, THIS 21ST DAY OF JUNE, A.D. 2010.

ILLINOIS LAND SURVEYOR NO. 2675 LICENSE 11/03/2010
(LICENSE SUBJECT TO GENERAL PROVISIONS RESTRICTIONS NOT SHOWN ON SURVEY)
RETURN TO: WILLIAM M. WINGS'TED, 402 SHERMAN AVENUE
OSWEGO, ILLINOIS 60543
UNL: UNLATIONS AND BLANKS, WHEN SHOWN, ARE BASED ON AN ASSUMED GRADE LINE
PLEASE COMPARE ALL POINTS BEFORE BUILDING AND REPORT ANY APPARENT DISCREPANCIES

WILLIAM M. WINGS'TED
ILLINOIS PROFESSIONAL LAND SURVEYOR
379 WHITE PINES CT., OSWEGO, ILLINOIS 60543
PHONE: (630) 554-8209 FAX (630) 551-1207

402 SHERMAN AVENUE
OSWEGO, ILLINOIS 60543
PHONE: (630) 554-8209 FAX (630) 551-1207

Montgomery









Certificate of Completion

This certifies that

Daniel Gonzalez

successfully completed the Crowd Manager Workshop

7/10/2013

offered by the office of the Maryland State Fire Marshal

Certificate # **41465.5437384259**

Note: This certificate is good for three years from the date listed above.

Beck, Jeane

From: Basile, Delia
Sent: Monday, July 15, 2013 3:30 PM
To: Windett, Shelly; Beck, Jeane; Krug, Constance
Cc: Guzman, Rick
Subject: GO Request for Agenda 7.23.13- Buenas Nuevas Health Fair
Attachments: GO Request. 08.17.13Buenas Nuevas Community.docx; Buenas Nuevas SE and Permit Application.pdf

Ladies:

Please place this Request for GO on July 23. Thank you.

Delia Nila Basile

*City of Aurora
Special Events
630-256-3370*

Aurora's Farmers Market

-every Saturday 8am – Noon – Aurora Transportation Center

-every Wednesday 1-5pm – West Plaza

-every Thursday 1-6 pm – Our Lady of Mercy Church

" Coming together is a beginning. Keeping together is progress. Working together is Success"

Henry Ford