

# SPECIAL EVENT PERMIT

## MCLEAN COUNTY CIRCUIT COURT MOCK TRIALS

**DATE: FEBURARY 12, 2024**

**TIME: 7:30 A.M. TO 5:00 P.M.**

Date Prepared: December 18, 2023

SPONSORING ORGANIZATION(S): McLean County Circuit Court

CONTACT PERSON: William Scanlon

PHONE: 309-242-5266

EMAIL: William.scanlon@mcleancountyil.gov

CERTIFICATE OF INSURANCE RECEIVED: N/A

WAIVER OF LIABILITY: Yes

**NATURE OF EVENT:** High School Mock Trail Tournament involving 14 to 16 high schools from around central Illinois. There will be 14 to 16 buses that will need an area to park for the event. The entire tournament occurs in Law and Justice Center. The buses will be parking in the Butler Lot and along Front Street north of the coliseum.

**EVENT LOCATION/PARADE ROUTE:** Bus parking will be in the Butler parking. Also, the reserved on-street parking in the parking spaces on the north side of Front St. from Madison St. to Roosevelt St., the south side of Front St. from Madison St. to Lee St., and the east side of Roosevelt St. from Front St. to Washington St. The six parking spaces on the northwest side of the Butler Parking Lot are reserved for permit parking, and participants are prohibited from parking there.

**TRAFFIC CONTROL ARRANGEMENTS:** No parking on the North side of Front Street from Madison St. To Roosevelt St., South side of Front Street from Madison St. To Lee St. East side of Roosevelt St. from Front St. to Washington St. The eastern half of the northern row of Major Butler lot and the remainder of the lot will be allotted for this event.

**PUBLIC WORKS WILL PROVIDE THE FOLLOWING:** Public Works will put up “No Parking February 12, 2024 at 7:30 a.m. to 5 p.m.” signs on the streets listed above no later than 7:30 p.m. on February 10, 2023.

**POLICE DEPARTMENT:** All vehicles located in restricted areas will be towed at the owner’s expense by Joe’s Towing starting at 7:30 a.m. on February 12, 2023. Vehicles will be relocated to Joe’s holding lot.

All vehicles participating in this event will have a placard on their dashboard or taped in the front windshield indicating they are allowed to park in these zones.

**FACILITIES DEPARTMENT WILL PROVIDE:** Post no parking signs in the southern two-thirds of the Butler Lot and the eastern third of the top row not previously permitted.

### **ORGANIZER RESPONSIBILITIES**

1. Provide written notification to affected residents/businesses at least two weeks prior to the event and send a copy of this letter to the City of Bloomington Economic Development Division.

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2. Provide placards to all participating vehicles. They must have a placard on their front windshield or on the front dashboard to indicate their authorization to park in the restricted areas.

**CANCELLATION POLICY:** If you need to cancel your event, please call the Bloomington Police non-emergency number at 309-820-8888 at least 2 hours prior to your event. They will notify the appropriate department staff. The more advance notice you can provide helps the staff considerably.

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FOR OFFICE USE ONLY

Notes: \_\_\_\_\_

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Chief Cory Matheny, Fire Department	Lt. Aaron Veerman, Police Dept.
George Boyle, Legal	Asst. Chief Paul Williams, Police Dept.
Linda Foutch, McLean County Health Dept.	Nicole Esterman, Police Dept.
Dave Lamb, Parks & Recreation	Lt. Clayton Arnold, Police Dept.
Jeff Hindman, Parks & Recreation	Anthony Nelson, Arts and Entertainment
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