

CITY OF
ANDERSON



AGENDA ITEM

February 16, 2010 City Council Meeting

Approved for Submittal By:
City Manager <u>Dana Shigley</u>
To Be Presented By:
Dale A. Webb <u>Dale A. Webb</u>

To: Honorable Mayor and Members of the Anderson City Council

Through: Dana Shigley, City Manager
Telephone 378-6646

From: Dale A. Webb, Chief of Police
Telephone 378-6620

Date: February 16, 2010

SUBJECT

Approval of a Special Event Permit for a Closed Cruise on Friday April 23, 2010, for the American Auto Shows Hot-O-Rama.

RECOMMENDATION

The Police Chief recommends that the City Council:

After receiving Public Comment, approve the request for the Closed Cruise with all of the conditions and recommendations.

FISCAL IMPACT

The City anticipates spending approximately \$884 in staff time for Public Works crews to set up and staff intersection closures. However, to the extent that participants stay at local motels and shop at local business establishments, additional TOT and sales tax may be generated.

DISCUSSION and BACKGROUND

For the past several years the American Auto Shows has sponsored an event called Hot-O-Rama at the Shasta District Fairgrounds in Anderson. The event starts on a Thursday and runs through Sunday. During the event, they hold several Show-and-Shines at various businesses in Anderson. Additionally on the Friday of the show they have held what was called "Cruise Anderson". During this time numerous vehicles would cruise around Anderson and people would come out and observe the various cars.

This year the event organizers have requested to have a Closed Cruise on Friday, April 23, 2010, from 6:00PM to 8:00PM. The cruise route will be from East Center Street to North Street, east on North Street to Ventura Street, south on Ventura Street to Balls Ferry Road, west on Balls Ferry Road back to East Center Street. All vehicles taking part in the cruise will stage thirty minutes prior to the 6:00PM start.

All road closures and traffic control will be handled by the Police Department and Public Works Department. A "PUBLIC NOTICE OF ROAD CLOSURE" was hand delivered by the American Auto Shows staff to all residents and businesses within the proposed road closure.

American Auto Shows has agreed to pay for the personnel cost of the Anderson Police Department and the City has agreed to waive the cost for the Public Works Department.

ATTACHMENTS

1. Public Notice of Road Closure.
2. Special Event Permit with all conditions.

PUBLIC NOTICE OF ROAD CLOSURE

REFERENCE: APRIL 23, 2010, HOT-O-RAMA CLASSIC CAR CRUISE

DEAR CITIZENS AND BUSINESS OF ANDERSON:

THIS NOTICE IS TO INFORM YOU THAT THE PROMOTERS AND SPONSORS OF *HOT-O-RAMA* ARE IN THE PROCESS OF WORKING WITH THE CITY OF ANDERSON AND CALTRANS TO PROVIDE A CLASSIC CAR CRUISE ON FRIDAY, APRIL 23, 2010, FOR THOSE REGISTERED AND PARTICIPATING IN THE CLASSIC CAR SHOW. THE CRUISE WILL BE CLOSED AND ACCESSIBLE ONLY TO THOSE WHO ARE REGISTERED PARTICIPANTS AND WILL BE HELD FROM 6:00PM TO 8:00PM ON APRIL 23RD.

THE AFFECTED AREAS INCLUDE:

NORTH STREET FROM HIGHWAY 273 TO VENTURA – CLOSED TO EASTBOUND TRAFFIC
BALLS FERRY ROAD FROM VENTURA TO HIGHWAY 273 – CLOSED TO WESTBOUND TRAFFIC
VENTURA STREET – CLOSED TO NORTHBOUND AND SOUTHBOUND TRAFFIC
EAST CENTER STREET – CLOSED TO NORTHBOUND AND SOUTHBOUND TRAFFIC

APPROXIMATELY THIRTY MINUTES PRIOR TO THE BEGINNING OF THE CRUISE, THE ANDERSON POLICE DEPARTMENT WILL RESTRICT ALL VEHICULAR ACCESS INTO THE ABOVE-MENTIONED AREAS. THE CLOSURE WILL REMAIN IN EFFECT UNTIL SUCH A TIME AS DEEMED APPROPRIATE AND SAFE BY THE DEPARTMENT. THE ANDERSON POLICE DEPARTMENT WILL ALSO BE CONDUCTING TRAFFIC CONTROL FOR THE DURATION OF THE CRUISE, AND ARRANGEMENTS HAVE BEEN MADE TO ALLOW ACCESS INTO THE RESTRICTED AREA FOR POLICE, FIRE, AND MEDICAL PERSONNEL IN THE EVENT A FIRE, MEDICAL EMERGENCY, OR NEED FOR POLICE ASSISTANCE SHOULD ARISE. **PLEASE PLAN AHEAD FOR THESE CLOSURES AND USE ALTERNATE ROUTES.**

YOU ARE INVITED TO SET UP CHAIRS ON THE CURB AT ANY LOCATION ALONG THE DESIGNATED ROUTE. **PLEASE REMEMBER TO TAKE SPECIAL CARE IN NOT BLOCKING ACCESS TO, OR THE USE OF, A SIDEWALK AS THAT IS A PUBLIC RIGHT-OF-WAY.**

THERE WILL BE A PUBLIC MEETING WHERE CITIZENS ARE WELCOME TO ATTEND AND EXPRESS THEIR COMMENTS TO THE CITY COUNCIL ON:

TUESDAY, FEBRUARY 16, 2010, AT 7:00PM
ANDERSON CITY HALL
CITY COUNCIL CHAMBERS
1887 HOWARD STREET, THIRD FLOOR

PLEASE JOIN US AND ENJOY THE BEAUTIFUL CUSTOM, ANTIQUE, AND CLASSIC CARS AND TRUCKS AND HELP US MAKE THIS A FUN, FAMILY-ORIENTED ANNUAL EVENT. IF YOU HAVE ANY QUESTIONS OR CONCERNS, PLEASE FEEL FREE TO CONTACT THE HOT-O-RAMA ORGANIZER, AMERICAN AUTO SHOWS, AT (530) 242-0664, OR THE ANDERSON POLICE DEPARTMENT AT (530) 378-6600.

THANK YOU FOR YOUR PATIENCE AND UNDERSTANDING.

INSTRUCTIONS: Prepare one copy of this form, printing or typing accurately and completely the information requested in SECTION I, only. Sign and date in the spaces provided at the end of SECTION I. Application should then be submitted to the City Clerk's Office, 1887 Howard Street, Anderson, CA 96007 for processing. If the permit is approved, you will be requested to sign and date SECTION V – ACCEPTANCE OF PERMIT.

SECTION I – APPLICANT INFORMATION

1. Sponsoring Organization <i>AMERICAN AUTO SHOWS & G & B ENTERPRISES</i>	2. Name of Applicant	
3. Sponsoring Organization Address <i>P.O. Box 141 SNASTA CA 96087</i>	4. Sponsoring Organization Telephone <i>530-226-7766 OFFICE 530-226-7733 FAX</i>	
5. Type of Activity <i>CLOSED CRUISE (HOT-O-RAMA)</i>	6. Date(s) of Activity	7. Time(s)
8. Description of Activity: (Cite number of units, proposed location of special event, or parade route, and all other pertinent information relating to the activity.) <i>REQUESTING A CLOSED CRUISE EVENT FOR HOT-O-RAMA INVOLVING NUMEROUS VEHICLES. ROUTE: SEE ATTACHED CONDITIONS</i>		

IT IS UNDERSTOOD THAT PARTICIPANTS WILL ADHERE TO ALL TRAFFIC CONTROLS, RULES AND REGULATIONS OF THE CITY OF ANDERSON AND THE STATE OF CALIFORNIA.

9. CERTIFICATE OF APPLICANT: **Please read each of the statements below and sign and date in the spaces provided at the end of this section.**
- a. I certify that I have read this application thoroughly, followed any and all instructions, understand its contents, and supplied true and correct information herein to the best of my knowledge and belief.
 - b. I understand that falsification or misrepresentation on my part of any of the information that I have supplied above constitutes sufficient grounds for denial of this application, or for revocation of any permit which may be hereafter granted, should any of my responses be determined false and/or misleading.
 - c. I certify that I will comply with all pertinent provisions of the City of Anderson Municipal Code and all other applicable laws, rules, and regulations.
 - d. I understand that any permit which may be granted will be subject to revocation by the City, after due notice to the parties concerned, in the event of any breach by me of any of the conditions under which it was granted.

Date

Signature of Applicant

SECTION IV – CITY COUNCIL ACTION (if applicable)

I hereby certify that the City Council has reviewed this application and:

- () Approved the issuance of a Permit to the applicant without qualification.
- () Approved the issuance of a Permit to the applicant with such qualification(s) as reflected on the attached sheet.
- () Denied the issuance of a Permit to the applicant for the reasons reflected on the attached sheet.

Date

City Manager

SECTION V – ACCEPTANCE OF PERMIT

This section is to be completed by applicant after granting of permit per Section III or Section IV. When applicant has completed this section, he/she will receive a copy of the form and copies will be distributed to the Police Department, Fire Department, and Public Works.

I certify that I accept this permit and agree to comply with any and all conditions which may be a part of the permit and to comply with all provisions of the Anderson Municipal Code, which are applicable, as well as the requirements of any other pertinent provisions which may be set forth within the laws of Shasta County and/or the State of California.

Date

Signature of Applicant

SECTION VI - PERMIT CONDITIONS

1. PUBLIC SAFETY:

A. Police

SEE ATTACHED

B. Fire

NONE

2. PUBLIC WORKS:

A. Engineering Department (Traffic Division)

SEE ATTACHED

3. INSURANCE REQUIREMENTS:

_____ A. Permittee(s) are not required to furnish insurance coverage.

_____ B. **Insurance Requirements:**

Permittee(s) are required to furnish public liability insurance insuring the permittee(s) and the City of Anderson against claims for personal injury, including loss of life, in the amount of \$_____ per occurrence and \$_____ aggregate; and the permittee(s) and the City of Anderson against claims for personal injury, including loss of life, in the amount of \$_____ per occurrence and \$_____ aggregate and against claims for property damage in the amount of \$_____ and \$_____ aggregate under Policy No. _____ Issued by _____.

_____ COPY ATTACHED OF APPLICABLE INSURANCE COVERAGE POLICY

SECTION VI – PARADE PERMIT CONDITIONS

A. PUBLIC NOTIFICATION

- Hot-O-Rama will be required to notify all businesses and residences within the cruise route of the date and time of the event and the fact that it will be a closed cruise. The notice shall also include the date and time of the Public Hearing for the City Council to approve or disapprove the cruise. **The City shall review and approve all notification material prior to disbursement.**

B. PARADE ENTRIES

- All vehicles will be street legal and comply with all State and City codes.
- All vehicles will display a window sticker or placard in the lower left corner of the windshield that are entered in the parade. The identification shall be a minimum of 16 square inches and be bright in color. The City shall approve the identification delineation prior to the event.
- The cruise route will be East Center Street to North Street, to Ventura Street, to Balls Ferry Road, and back to East Center Street. All vehicles should remain in a single file line and use the right hand lane of travel during the event.
- All vehicles will stage one half hour prior to the cruise. The staging area will be on East Center Street and the side streets leading to East Center Street.

C. TRAFFIC CONTROL

- The Public Works Department (PWD) will provide all traffic control set up and removal. **(Estimated cost \$442.00 – No Charge)**
- The City will conduct all traffic control operations. At no time shall any of the Hot-O-Rama cruise directors or participants direct the City staff on how to conduct the traffic control for the event.
- The Anderson Police Department (APD) will require eight (8) sworn officers to work the event. Hot-O-Rama will be required to pay for the cost of the officers to work the event. The estimated cost is \$2,000. A deposit for APD's services in the amount of \$2,000 will be required two (2) weeks prior to the event. Any funds not needed will be refunded to Hot-O-Rama and Hot-O-Rama will be billed for any overage.
- The City will also use eight (8) APD Citizens on Patrol Volunteers and PWD staff at intersections for traffic control. **(Estimated cost is \$442.00 – No Charge)**
- Hot-O-Rama will provide two (2) changeable message boards one week prior to the cruise, which PWD will place on North Street and Balls Ferry Road notifying motorists of the closure.
- The PWD will obtain the required Caltrans Encroachment Permit.