

June 16, 2010

The Honorable Mayor
and
Members of City Commission

B & SB Inc. dba Woodward Hunter Shell is requesting permission to host an event to lease parking spaces in their business parking lot and grassy area of the property (Woodward/Hunter Shell) located at 31786 Woodward. This event is to occur in conjunction with the "Woodward Dream Cruise" on Saturday, August 21, 2010. Additional merchandisers will set-up on the property; each will secure their own Special Event Permit.

The staff has had discussions involving details of the event with Sam Bahooora of the B & SB Inc.

Listed below are the specifics of a proposed agreement between the City and B & SB Inc.

I. **Hours of Operation**

Organizers do not anticipate any set-up required for this event. The event itself would run from 7:00 a.m. to 9:00 p.m. Clean-up will occur throughout and immediately following taking approximately 1 hour.

II. **Description of Event**

The event would be a one-day lease of parking spaces in the parking lot and grassy areas of the Woodward/Hunter Shell station on August 21, 2010 beginning at 7am.

III. **Parking Control**

Participants and staff will park in the existing business parking lot

IV. **Insurance**

A Certificate of Insurance for \$2 Million General Aggregate coverage has been provided to the City by B. S. B., Inc. with the City of Royal Oak named as additional insured.

V. **Impact on Adjacent Commercial/Residential Property**

Organizers anticipate that there will be no impact on adjacent commercial and residential properties from this event.

VI. **Restroom Facilities**

Restroom facilities will be available on-site.

VII. **Food and Beverage**

There will be no food or beverages served or sold at this event. There will be no alcohol served, sold or consumed at this event.

VIII. **Booths/Tents/Awnings**

There will be no booths, tents or awnings associated with this event.

IX. **Tables/Grills/Refuse Barrels**

There will be no tables or grills provided at this event. Refuse barrels will be provided by organizer.

X. **Music**

There will be no music associated with this event

XI. **Signs – Alcoholic Beverages**

Any inflatable device used to advertise an alcoholic beverage will not be permitted for this event. For all other inflatable devices (non-alcoholic) as well as any signs, banners, etc., the applicant and/or organizers are required to obtain the necessary permits and/or approvals from Inspection Department, Code Enforcement, or any other appropriate department.

XII. **Clean-Up Procedures**

Organizer will provide continual clean-up of any debris related to this event throughout the day.

XIII. **City Involvement**

It is not anticipated that the City of Royal Oak will need to provide anything for the event being hosted by B & SB Inc.

However, in the event of any unanticipated circumstance connected in any way to this special event, which necessitates alerting of and/or deployment of police officers, B & SB Inc. agrees to reimburse all related expenses incurred by the City.

Police personnel will be monitoring traffic flow at this location as well as several others during the "Woodward Dream Cruise".

XIV. **Fire Protection**

Event promoters will provide full access to this area for emergency vehicles, which will allow entry response for fire, medical emergency or police related needs.

XV. **Revocation**

B & SB Inc. acknowledges that operations under this permit will cease immediately upon notification from the Chief of Police or his designee, that in the judgment of the Chief of Police or his designee, continued operation would pose a threat to the health, safety, or welfare of the general public.

XVI. **Special Event Permit Fee**

The \$ 200.00 for the Special Event Permit fee was paid at the City Clerk's Office on June 11, 2010.

The following resolution is recommended for approval:

Be It Resolved that the Mayor is hereby authorized to execute the attached agreement between the City of Royal Oak and B & SB Inc. for a one-day lease of parking spaces at their business located at 31786 Woodward in conjunction with the Woodward Dream Cruise on August 21, 2010.

Respectfully submitted,



Christopher M. Jahnke
Chief of Police

Approved,



Donald E. Johnson
City Manager

cc: Patrick Mulligan, Interim Fire Chief
Greg Rassel, Director of Recreation and Public Service
Tim Thwing, Director of Planning
Jason Craig, Building Official
Corrigan O'Donohue, Deputy Chief of Police

AGREEMENT

The agreement between B & SB Inc. and the City of Royal Oak concerning a Special Event Permit for a one-day lease of parking spaces at 31786 Woodward in conjunction with the Woodward Dream Cruise on August 21, 2010, as enumerated in Commission Letter # 159-10 is hereby approved this date _____.

B & SB INC.

CITY OF ROYAL OAK

Sam Bahoora

James Ellison
Mayor

Melanie Halas
City Clerk