

Commission Letter #: 159-10

Commission Meeting of: 7/12/2010

RE: **Special Event – Woodward Dream Cruise – Magna Powertrain – August 21, 2010**

June 29, 2010

The Honorable Mayor  
and  
Members of City Commission

Magna Powertrain requests permission to host a one-day, outdoor private customer event in the parking lot of property owned by Steven Roby located at 32020 and that owned by Dr. Walter Cukrowski at 32000 Woodward, Royal Oak. This event is to occur in conjunction with the "Woodward Dream Cruise" on Saturday, August 21, 2010.

The staff has had discussions involving details of the event with Todd Abbott of Magna Powertrain USA, Inc.

Listed below are the specifics of a proposed agreement between the City of Royal Oak and Magna Powertrain:

I. **Hours of Operation**

Magna Powertrain plans to have tents, tables and covered bleachers delivered and set-up on Friday, August 20, 2010 from 7am-5pm. There will be no event activity on Friday, August 20<sup>th</sup>, it will be a set-up day only. The event itself would run from 10am to 9pm on Saturday, August 21<sup>st</sup>. Clean-up will begin at 8pm lasting until approximately 11pm.

II. **Description of Event**

This event would be a one-day private customer event. Three large and two small tents will be erected on-site to shade food vendor grills and serving area and the tables & chairs provided for guest dining and Dream Cruise viewing. Organizers will also have a canopied, 100 seat bleacher unit erected for guests to enjoy the Dream Cruise. Magna Powertrain will provide recorded, amplified music, catered, complimentary picnic foods, snacks and non-alcoholic beverages for invited guests.

III. **Parking Control**

Magna Powertrain has rented parking spaces in the Meijer parking lot, located at 14 Mile and Coolidge, for guest parking; they will shuttle their guests to and from the event.

IV. **Insurance**

A Certificate of Insurance for \$4.5 Million combined single limits coverage has been provided to the City by Magna International Inc., with the City of Royal Oak named as additional insured.

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

Organizers anticipate that there will be little impact on the adjacent commercial and residential properties.

VI. **Music**

Amplified, recorded music will be provided between the hours of 10am to 9pm on Saturday, August 21, 2010.

VII. **Restroom Facilities**

Organizers will provide six portable restrooms with hand wash stations for invited guests.

VIII. **Food and Beverage**

Organizers will offer complimentary, catered, grilled on-site picnic foods, snacks, desserts and non-alcoholic beverages to invited guests. There will be no alcohol served, sold or consumed at this event.

IX. **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.

X. **Clean-Up Procedures**

Organizers plan to have clean-up of debris performed throughout the event on Saturday, August 21, 2010 immediately following the event. The estimated time for clean up is approximately 2 hours.

XI. **City Involvement**

It is not anticipated that the City of Royal Oak will need to provide anything for the event being hosted at Magna Powertrain.

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, Magna Powertrain agrees to reimburse all related expenses incurred by the City of Royal Oak.

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

XII. **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.

XIII. **Revocation**

Magna Powertrain 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.

XIV. **Special Event Permit Fee**

The \$200.00 Special Event Permit fee was paid at the City Clerk's Office on June 23, 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 Magna Powertrain for a one-day, outdoor, private customer event in conjunction with the Woodward Dream Cruise on Saturday, 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 Magna Powertrain and the City of Royal Oak concerning a Special Event Permit for a one-day, outdoor private party for employees, families, and customers in conjunction with the Woodward Dream Cruise on Saturday, August 21, 2010, as enumerated in Commission Letter # 159-10 is hereby approved this date \_\_\_\_\_.

Magna Powertrain

CITY OF ROYAL OAK

\_\_\_\_\_  
Todd Abbott

\_\_\_\_\_  
James Ellison  
Mayor

\_\_\_\_\_  
Melanie Halas  
City Clerk