

Commission Letter #: 159-10

Commission Meeting of: 7/12/2010

RE: **Special Event – Woodward Dream Cruise – E. A. Graphics/32121 – August 21, 2010**

June 26, 2010

The Honorable Mayor  
and  
Members of City Commission

E. A. Graphics, is requesting permission to host a three day outdoor sale of T-Shirts, Hats, Sweat Shirts, Jackets and other Woodward Dream Cruise & "Cruisen the Motor City" related items at Balmoral Centre, D. W. Krane /MAEDOT LLC property located at 32121 Woodward, Royal Oak on Friday, August 20<sup>th</sup>, Saturday, August 21<sup>st</sup> and Sunday, August 22<sup>nd</sup>, 2010. Each event is to occur in conjunction with the "Woodward Dream Cruise". As in years past, organizers will donate a portion of their sales receipts to a good cause; this year recipients are the Michigan Special Olympics, The Rainbow Connection, Henry Ford Macomb Hospitals and, once again, the Royal Oak Police Department.

The staff has had discussions involving details of the event with Robert Artymovich of E. A. Graphics.

Listed below are the specifics of a proposed agreement between the City and E. A. Graphics:

I. **Hours of Operation**

Organizers will begin selling on Friday, August 20<sup>th</sup> at 3pm and Saturday, August 21<sup>st</sup> at 8am. They will close both days at 9pm. Sunday, August 22, 2010 sales will begin at 7am and end at 3pm. Set up will take approximately 1 hour prior to the event each day. Clean up will occur immediately following each event taking approximately 1 hour.

II. **Description of Event**

This event would be a three day outdoor sale of Woodward Dream Cruise and Cruisen the Motor City related merchandise from the parking lot of the Balmoral Centre, D. W. Krane /MAEDOT LLC property. Organizers will erect one 10'x10' tent and three 8' tables to display and sell their wares.

Sales of apparel and merchandise associated with the Birmingham cruise event, logoed or otherwise, will not be sold in the City of Royal Oak during this event.

III. **Parking Control**

Organizers will park on site. There will be no customer parking provided for this event.

IV. **Insurance**

A Certificate of Insurance for \$4 Million general aggregate coverage has been provided to the City by E. A. Graphics with the City named as additional insured.

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

E. A. Graphics anticipates there will be no impact on adjacent commercial and residential properties.

VI. **Restroom Facilities**

Restroom facilities will not be provided at this event.

VII **Music**

There will be no music or amplification system at this event.

VIII. **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.

IX. **Clean-up Procedures**

As stated earlier, E. A. Graphics plans to have clean up performed each day immediately following the event. It is anticipated to take approximately 1 hour each day.

X. **City Involvement**

It is not anticipated that the City of Royal Oak will need to provide anything for the event being hosted by E. A. Graphics.

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, E. A. Graphics 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".

XI. **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.

XII. **Revocation**

E. A. Graphics 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.

XIII. **Special Event Permit Fee**

The \$ 200.00 for the Special Event Permit fee was paid at the City Clerk's Office on June 20, 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 E. A. Graphics for an outdoor sale of Woodward Dream Cruise and "Cruisen the Motor City" apparel and other Cruise related merchandise at the Balmoral Centre, D. W. Krane/MAEDOT LLC property, located at 32121 Woodward, on August 20<sup>th</sup> through August 22<sup>nd</sup>, 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 E. A. Graphics and the City of Royal Oak concerning a Special Event Permit for outdoor sales of Woodward Dream Cruise and "Cruisen the Motor City" apparel and other Cruise related merchandise at Balmoral Centre, D. W. Krane/MAEDOT LLC property, 32121 Woodward, on Friday, August 20<sup>th</sup> through Sunday, August 22<sup>nd</sup>, 2010, as enumerated in Commission Letter # 159-10 is hereby approved this date \_\_\_\_\_.

E. A. GRAPHICS

CITY OF ROYAL OAK

\_\_\_\_\_  
Robert Artymovich

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James Ellison  
Mayor

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Melanie Halas  
City Clerk