

Commission Letter #: 159-10  
Commission Meeting of: 8/9/2010  
RE: **Special Event – Woodward Dream Cruise – Atlas Copco – August 21, 2010**

July 8, 2010

The Honorable Mayor  
and  
Members of City Commission

Atlas Copco Tools & Assembly is requesting permission to host a one-day, private customer appreciation party in the parking lots of Commercial Joint Development, 26212 and 26236 Woodward Avenue, 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 Debbie Roselli, Sales and Marketing Director, Atlas Copco.

Listed below are the specifics of a proposed agreement between the City of Royal Oak and Atlas Copco Tools & Assembly:

I. **Hours of Operation**

Atlas Copco plans to set up only for this event late evening on Friday, August 20, 2010 and early a.m. on Saturday, August 21, 2010. The event itself would begin at 9am and end at 9pm. Clean-up will occur throughout the day with final clean-up immediately following the event.

II. **Description of Event**

This event would be a one-day, private customer appreciation party for Atlas Copco clients. Three/four large tents will be erected on-site to shield tables and chairs provided for catered food service, guest seating and dining and Woodward Dream Cruise viewing.

III. **Parking Control**

Organizers and guests will utilize parking space available at Commercial Joint Development.

IV. **Insurance**

A Certificate of Insurance for \$5 million General Aggregate coverage has been provided to the City by Atlas Copco Tools & Assembly with the City 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**

A live band will provide guests with music and entertainment between the hours of 2PM and 6PM. Loud speakers will be directed away from residential areas.

VII. **Restroom Facilities**

Property owner has offered the use of business facility restrooms to invited guests.

VIII. **Food and Beverage**

Organizers have contracted with a private caterer, who will be on-site to offer food and non-alcoholic beverage service to invited guests. Alcoholic beverages will not be consumed, sold or served at this event.

IX. **Booths/Tents/Awnings**

Three/four large tents will be set up to shield the food service, dining and Dream Cruise viewing areas.

X. **Tables/Grills/Refuse Barrels**

One or two barbeque grills may be on-site for use by the caterer. Tables and chairs will be set-up in inside the tents and strategically placed throughout the event site for guest dining and Dream Cruise viewing. Organizers will provide trash receptacles for all refuse.

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**

Atlas Copco plans to have clean-up performed throughout the day with final clean-up immediately following the event.

XIII. **City Involvement**

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

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, Atlas Copco 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".

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**

Atlas Copco 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**

Special Event Permit fees of \$ 200.00 were paid at the City Clerk's Office on June 22, 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 Atlas Copco for a one-day private customer appreciation party at 26212 and 26236 Woodward 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 Police Chief

## A G R E E M E N T

The agreement between Atlas Copco and the City of Royal Oak concerning a Special Event Permit for a one-day outdoor, private customer appreciation party at 26212 and 26236 Woodward in conjunction with the Woodward Dream Cruise on Saturday, August 21, 2010, as enumerated in Commission Letter # 159-10 is hereby approved this date \_\_\_\_\_.

ATLAS COPCO

CITY OF ROYAL OAK

\_\_\_\_\_  
Debbie Roselli  
Sales and Marketing Director

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

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