

Commission Letter #: 159-10

Commission Meeting of: 8/9/2010

RE: **Special Event–Woodward Dream Cruise–D. W. Krane/Beacon Ctr. – August 21, 2010**

July 29, 2010

The Honorable Mayor
and
Members of City Commission

D. W. Krane / Beacon Centre requests permission to host a one-day, private "Bar-B-Q" in their business parking garage located at 26862 Woodward. 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 D. W. Krane of the D. W. Krane / Beacon Centre.

Listed below are the specifics of a proposed agreement between the City and D. W. Krane / Beacon Centre.

I. **Hours of Operation**

D. W. Krane / Beacon Centre tenants plan to begin set-up for this event at approx. 5pm on Friday, August 20, 2010. The event itself would run from 8am to 9pm on Saturday, August 21, 2010.

II. **Description of Event**

The event will be a one-day, private picnic for Beacon Center building tenants, family and friends held in the Beacon Centre parking garage located at 26862 Woodward. Guests will enjoy reserved parking along with complimentary picnic foods and beverages while viewing the Woodward Dream Cruise.

III. **Parking Control**

Parking will be provided on-site for all invited guests.

IV. **Insurance**

A Certificate of Insurance for \$1 Million Combined Single Limit coverage has been provided to the City by DW Krane, with the City named as additional insured.

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

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

VI. **Restroom Facilities**

Interior restroom facilities will be available to all invited guests

VII. **Food and Beverage**

There will be no food or beverages sold or served to the public at this event. Guests will enjoy picnic foods prepared and grilled on-site along with non-alcoholic beverages. There will be no alcohol consumed, served, or sold at this event.

Organizer has contracted with Smith Security to secure and monitor the premises during the event.

VIII. **Booths/Tents/Awnings**

One 16'x16' tent will be set-up for this event.

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

Tables and chairs will be set-up for guest dining, relaxation and Dream Cruise viewing. Refuse containers will be placed throughout the event area. A grill will be staged in a safe, secure spot for food preparation.

X. **Music**

There will be no music or amplification system used for 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 clean-up throughout the event and immediately following the event. Final clean-up will be completed by 12 (noon) on Sunday, August 22, 2010.

XIII. **City Involvement**

It is not anticipated that the City of Royal Oak will need to provide anything for the event being hosted by D. W. Krane / Beacon Centre.

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, D. W. Krane / Beacon Centre 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**

D. W. Krane / Beacon Centre 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 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 D. W. Krane / Beacon Centre for a one-day, outdoor private picnic at their business location, 26862 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 D. W. Krane / Beacon Centre and the City of Royal Oak concerning a one-day, outdoor private picnic for building tenants, friends and family in conjunction with the Woodward Dream Cruise on August 21, 2010, as enumerated in Commission Letter # 159-10 is hereby approved this date _____.

D. W. KRANE / BEACON CENTRE

CITY OF ROYAL OAK

D. W. Krane

James Ellison
Mayor

Melanie Halas
City Clerk