

Commission Letter #: 159-10

Commission Meeting of: 8/9/2010

RE: **Special Event – Woodward Dream Cruise – Hungry Howie’s – August 21, 2010**

July 28, 2010

The Honorable Mayor
and
Members of City Commission

Hungry Howie’s is requesting permission to hold an indoor food and beverage concession at Greenfield Printing located at 30357 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 David Sullivan of Hungry Howie’s.

Listed below are the specifics of a proposed agreement between the City of Royal Oak and Hungry Howie’s:

I. **Hours of Operation**

Hungry Howie’s plans to set up for this event on Saturday, August 21, 2010 at 9:30am. The event itself would run from 10am to 9pm. Clean-up will be performed by organizer immediately following the event.

II. **Description of Event**

Organizer plans to sell boxed pizza, bottled water and soft drinks from inside the Greenfield Printing building to pedestrian traffic during the Woodward Dream Cruise.

III. **Parking Control**

Parking will be available in the rear of the plaza for staff only.

IV. **Insurance**

A Certificate of Insurance for \$1 Million combined single limits coverage has been provided to the City by MAGNA Services Group Ltd, for Hungry Howie’s, 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**

There will be no music provided at this event.

VII. **Restroom Facilities**

There will be no public restroom facilities provided at this event.

VIII. **Food and Beverage**

Boxed pizza, bottled water and canned soda will be offered for sale. There will be no alcohol sold, served or consumed at this event.

Organizers acknowledge that they are responsible for contacting the Oakland County Health Department to secure any and all permits required from the County for this event.

IX. **Booths/Tents/Awnings**

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

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

Tables will be set up inside the event venue for food display and/or storage.

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**

Hungry Howie's will remove empty pizza boxes throughout the day and at the conclusion of the event.

XI. **City Involvement**

It is not anticipated that the City of Royal Oak will need to provide anything for the event being held at Hungry Howie's

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, Hungry Howie's 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**

Hungry Howie's 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 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 Hungry Howie's for a one-day, indoor food and beverage concession at Greenfield Printing 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 Hungry Howie's and the City of Royal Oak concerning a Special Event Permit for a one-day, indoor food concession on August 21, 2010, as enumerated in Commission Letter # 159-10 is hereby approved this date _____.

Hungry Howie's

CITY OF ROYAL OAK

David Sullivan

James Ellison
Mayor

Melanie Halas
City Clerk