

Commission Letter #: 159-10
Commission Meeting of: 8/9/10

RE: **Special Event–Woodward Dream Cruise–Binson’s Hospital Supplies–August 21, 2010**

July 27, 2010

The Honorable Mayor
and
Members of City Commission

Binson’s Hospital Supplies, Inc. is requesting permission to host a small gathering for medical professional referral clients, discharge planners and staff in the rear parking area of their business lot located at 30475 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 and email correspondence involving details of the event with Ken Fasse, Executive V.P./C.O.O. of Binson’s Home Health Care Centers. Listed below are the specifics of a proposed agreement between the City and Binson’s Hospital Supplies, Inc.

I. **Hours of Operation**

Set-up for the event would begin at approximately 8am on Saturday, August 21, 2010. The event itself would run from 10am until 9pm; clean-up would begin immediately following, taking approximately 2 hours.

II. **Description of Event**

Binson’s Hospital Supplies, Inc., site owner and occupant plans to host a small gathering in the rear parking area of the business for medical professional referral clients, discharge planners and staff. The event will include complimentary barbequed foods, grilled on site, and non-alcoholic beverages. Guests will be provided a spot to relax and view the Woodward Dream Cruise and two classic cars that will be displayed in the lot.

III. **Parking Control**

Guests will park in Binson’s back lot as parking places permit. Organizers will park on street or Binson’s lot as space permits.

IV. **Insurance**

A Certificate of Insurance for \$3 Million general aggregate coverage has been provided to the City by Binson’s Hospital Supplies, Inc. with the City named as additional insured.

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

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

VI. **Restroom Facilities**

Guests will access Binson’s facility to utilize restrooms.

VII. **Food and Beverage**

Guests will be offered complimentary barbequed foods and non alcoholic beverages. There will be no alcohol consumed, served or sold at this event.

VIII. **Booths / Tents / Awnings**

Two tents, a 10'x20' and a 10'x10' will be erected at the back of the business parking lot.

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

There will be one BBQ grill placed at the rear of the lot to cook hot dogs for guests. Several refuse barrels will be placed around the tent area.

X. **Music**

Recorded music will be provided for guest enjoyment throughout the 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**

All items will be removed, tents dismantled and all areas cleaned up at the end of the day.

XIII. **City Involvement**

It is not anticipated that the City of Royal Oak will need to provide anything for the event being hosted by Binson's Hospital Supplies, Inc.

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, Binson's Hospital Supplies, Inc. 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**

Binson's Hospital Supplies, Inc. 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 Special Event Permit fee was paid at the City Clerk's Office on July 19, 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 Binson's Hospital Supplies, Inc. for a one-day, outdoor private gathering and car display at their business located at 30475 Woodward, 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 Binson's Hospital Supplies, Inc. and the City of Royal Oak concerning a Special Event Permit for a one day, private gathering and car display on August 21, 2010, as enumerated in Commission Letter # 159-10 is hereby approved this date

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BINSON'S HOSPITAL SUPPLIES, INC.

CITY OF ROYAL OAK

Kenneth Fasse
V.P./C.O.O.

James Ellison
Mayor

Melanie Halas
City Clerk