

Commission Letter #: 159-10

Commission Meeting of: 8/9/2010

RE: **Special Event – Woodward Dream Cruise – Oberweis Dairy – August 21, 2010**

July 28, 2010

The Honorable Mayor
and
Members of City Commission

Oberweis Dairy is requesting permission to hold an outdoor ice cream and beverage concession at their business located at 32808 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 Lena Heyn, Store Manager of Oberweis Dairy.

Listed below are the specifics of a proposed agreement between the City of Royal Oak and Oberweis Dairy:

I. **Hours of Operation**

Oberweis Dairy 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 4 oz. ice cream tubes, bottled water, lemonade, ice tea and fruit punch to pedestrian traffic during the Woodward Dream Cruise. A small table would be located in the recessed corner at the front of the building so as not to inhibit pedestrian traffic.

III. **Parking Control**

Parking will be available in the rear of the business for staff.

IV. **Insurance**

A Certificate of Insurance for \$1 Million combined single limits coverage has been provided to the City by The Oberweis Group, Inc., 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**

Restrooms will be available inside the store if needed.

VIII. **Food and Beverage**

4 oz. ice cream tubes, bottled water, lemonade, ice tea and fruit punch will be sold. 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**

One small table will be set up outside the store, in a recessed corner, to conduct sales. A refuse barrel will be placed by the table.

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**

Oberweis Dairy will remove debris 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 Oberweis Dairy.

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, Oberweis Dairy 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**

Oberweis Dairy 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 July 27, 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 Oberweis Dairy for a one-day, outdoor ice cream and beverage concession at their business located at 32808 Woodward 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 Oberweis Dairy and the City of Royal Oak concerning a Special Event Permit for a one-day, outdoor ice cream and beverage concession on August 21, 2010, as enumerated in Commission Letter # 159-10 is hereby approved this date

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Oberweis Dairy

CITY OF ROYAL OAK

Lena Heyn

James Ellison
Mayor

Melanie Halas
City Clerk