

Commission Letter #: 159-10

Commission Meeting of: 8/16/2010

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

August 3, 2010

The Honorable Mayor
and
Members of City Commission

D. W. Krane / MAEDOT, LLC requests permission to host a Special Event consisting of the lease of parking spaces for charity, a private party for friends, clients and family members and a public event for WCSX/Greater Media / Bombardier/BRP, Inc. in their Balmoral Ctr. parking garage located at 32121 Woodward. Proceeds from the lease of parking spaces will support the Daily Tribune's "Give a Christmas" charity. BRP, Inc. will make a charitable donation to a charity selected by the city of Royal Oak Police Department and/or the City of 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 D. W. Krane of the D. W. Krane / MAEDOT, LLC.

Listed below are the specifics of a proposed agreement between the City and D. W. Krane / MAEDOT, LLC.

I. **Hours of Operation**

D. W. Krane / MAEDOT, LLC event vendor Bombardier/BRP, Inc. will set-up their display/test ride elements on the upper deck of the parking structure beginning at 9pm on Thursday, August 19, 2010. No other activities will occur on Thursday evening.

II. **Description of Event**

Friday, 8/20 and Saturday, 8/21 10AM – 7PM

- Bombardier/BRP, Inc. will invite consumers to ride a Can-Am Spyder (three-wheeled vehicle) through a coned course on the upper deck of the parking structure, with supervision by a minimum of five BRP, Inc. trained employees.
 - After they have completed the coned course, consumers who have a motorcycle endorsement on their license will be invited to take a brief (approximately fifteen minutes) test-drive of the vehicles.
 - BRP, Inc. will make a \$10 donation for each person who takes a test drive on Friday. Donations will be to a charity selected by the City of Royal Oak Police Department and/or City of Royal Oak.

(The rides on the upper deck and the test drives were done during last year's Cruise without incident and were well received by consumers.)

- A one-day lease of parking spaces in the Balmoral Center parking garage; proceeds to support the Daily Tribune's Give-A-Christmas Charity.
- A private party for D. W. Krane family members, clients and friends.

III. **Parking Control / Security**

Participants will be offered parking in one of the 156 business parking spaces on-site.

- The owner of the building will have security at the building at all times between Thursday evening and Saturday evening.

- Two licensed, trained BRP, Inc. instructors will lead each test drive. Each test drive will consist of the two trained BRP, Inc. instructors and no more than five licensed (with motorcycle endorsement) consumers.
- Traffic flow is carefully monitored and controlled on all event days.
- Breathalyzers area administered to all consumers before they are allowed to test ride/drive the Can-Am Spyders.
- Driver's licenses are reviewed and each drive/rider fills out release forms.
- BRP, Inc. and Greater Media Detroit, Inc. will each take out an insurance rider per the instructions on the permit application.

IV. **Insurance**

A Certificate of Insurance for \$1 Million Combined Single Limit coverage has been provided to the City by D. W. 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**

D. W. Krane / MAEDOT, LLC has arranged for 4 portable restrooms on-site at this event.

VII. **Food and Beverage**

There will be no food or beverages sold or served to the public at this event. Invited 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.

VIII. **Booths/Tents/Awnings**

Organizer plans to erect two 10'x12' tents on the lower parking lot, on south side of the building.

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

Tables will be placed under tents with chairs. Refuse containers will be placed throughout the event areas. A grill will be located in the southeast, lower level parking area.

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**

Clean-up will occur following the event on Saturday evening with break down of tents and final clean up 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 / MAEDOT, LLC.

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 / MAEDOT, LLC 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 / MAEDOT, LLC 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 21, 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 / MAEDOT, LLC for a one-day lease of parking spaces, an outdoor private party and a WCSX/Greater Media / Bombardier/BRP, Inc. public event at 32121 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 / MAEDOT, LLC and the City of Royal Oak concerning a Special Event consisting of a one-day lease of parking spaces, an outdoor private party and a public event for WCSX/Greater Media / Bombardier/BRP, Inc., 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 / MAEDOT, LLC

CITY OF ROYAL OAK

D. W. Krane

James Ellison
Mayor

Melanie Halas
City Clerk