

City of Calistoga

Staff Report

TO: Honorable Mayor and City Council
FROM: Frank Di Fede, Recreation Superintendent
Via: Olivia Lemen, Aquatics & Recreation Manager
DATE: May 3, 2011
SUBJECT: Adoption of a Resolution authorizing use of City Street for Calistoga's 125th Birthday Celebration on July 16, 2011

APPROVAL FOR FORWARDING:


Richard Spittler, City Manager

1
2 **ISSUE:** To consider a Resolution authorizing the use of Washington Street from First
3 Street to Second Street for the Calistoga Chamber of Commerce "Calistoga's Big 125th
4 Birthday Celebration" on July 16, 2011.

5 **RECOMMENDATION:** Adopt Resolution

6 **BACKGROUND/DISCUSSION:** Any event which requires closure of a Calistoga city
7 street, City Council approval is required. Furthermore each applicant must provide
8 required insurance and comply with any terms or conditions applied to the permit.

9 The Calistoga Chamber of Commerce has applied for a Special Event Permit for their
10 "Calistoga's Big 125th Birthday Party". The celebration is planned for July 16, 2011 from
11 12:00 PM to 5:00 PM. The event will include live music and entertainment on a portable
12 stage which will be located on Washington Street.

13 The event planners are requesting the closure of Washington Street from First to
14 Second Streets. There are approximately 500 visitors expected and approximately 20
15 volunteers at the event.

16 This closure will not impact any private resident parking but will close the public parking
17 lots at the Community Center and Police Department. Furthermore, it will impact the
18 Farmers Market activities. There will be a one emergency lane on Washington Street
19 from First Street to Second Street..

20 If the Council authorizes these uses of public streets, staff will process the specific
21 Special Event Permit and establish conditions of approval.

22 **FISCAL IMPACT:** The use of public streets for special events has no significant fiscal
23 impact on the City. The potential positive impact on local businesses and merchants
24 depends on the success the event has in drawing visitors to the community.

25 **ATTACHMENTS**

- 26 1. Draft Resolution
- 27 2. Site map

RESOLUTION 2011- _____

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALISTOGA,
COUNTY OF NAPA, STATE OF CALIFORNIA, AUTHORIZING THE CLOSURE
OF A PORTION OF WASHINGTON STREET FOR
THE 125TH BIRTHDAY BASH

1 **WHEREAS**, the use of public property for a special event requires an
2 encroachment permit; and
3

4 **WHEREAS**, the closure of a city street requires city council approval, and;
5

6 **WHEREAS**, the Calistoga Chamber of Commerce has requested the use
7 of a portion of Washington Street from First Street to Second Street for their
8 event, and;
9

10 **WHEREAS**, the adequate traffic control and public safety measures are
11 taken for the requested area so that it can be used without affecting the safety,
12 health and welfare of the general public.
13

14 **NOW, THEREFORE BE IT RESOLVED** that the City Council of the City of
15 Calistoga hereby authorizes the Calistoga Chamber of Commerce to use a
16 portion of Washington Street from First Street to Second Street to conduct
17 Calistoga's 125th Birthday Celebration special event on July 16, 2011, from 12:00
18 PM to 5:00 PM, and to close Washington Street from First Street to Second
19 Street from 10:00 AM to 7:00 PM, subject to and in accordance with the
20 provisions of a Special Event Permit to be issued by the City.
21

22 **PASSED, APPROVED, AND ADOPTED** by the City Council of the City of
23 Calistoga at a regular meeting held this 3rd day of May, 2011, by the following
24 vote:
25

26 **AYES:**

27 **NOES:**

28 **ABSTAIN/ABSENT:**
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JACK GINGLES, Mayor

33 **ATTEST:**
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37 **SUSAN SNEDDON, City Clerk**