

City of Calistoga Staff Report

TO: Honorable Mayor and City Council
FROM: Jonathan Mills – Chief of Police
DATE: February 2, 2010
SUBJECT: Adoption of a Resolution Authorizing Use of City Street for Special Event on May 1, 2010

APPROVAL FOR FORWARDING:


 James C. McCann, City Manager

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2 **ISSUE:** To consider a Resolution authorizing the use of the 1200 block of Washington Street for the
3 Calistoga Tamale Festival on May 1, 2010.

4 **RECOMMENDATION:** Adopt the attached Resolution.

5 **BACKGROUND/DISCUSSION:** The Police Department processes special event permit applications.
6 When the event requires closure of a city street City Council approval is required. Furthermore, each
7 applicant must provide required insurance and comply with any terms or conditions applied to the
8 permit.

9 The Calistoga Family Center has applied for a Special Event Permit for the first ever Calistoga
10 Tamale Festival. The event will serve as a fundraiser for the Casa de la Cultura's summer children's
11 art programs and the Family Center's work in the community. The festival is planned for May 1, 2010
12 from 12:00 noon to 4:00 pm. The event will include live music and entertainment, art displays, a raffle
13 and a tamale competition.

14 The event planners are requesting the use of the Community Center parking lot and street closure of
15 the 1200 block of Lincoln Ave., from Lincoln Ave. to First Street. They expect approximately 500
16 visitors to the festival and will have approximately 20 vehicles and 40 volunteer workers at the event.
17 The event will be alcohol free.

18 This closure would impact one downtown delivery (yellow) zone, approximately 12 parking spaces
19 and access to the private parking lot east of the Police Department. Impact to the parking lot could be
20 mitigated by traffic control and one lane access.

21 See attached diagram.

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

24 **FISCAL IMPACT:** The use of public streets for special events has no significant negative fiscal
25 impact on the City. The potential impact for local businesses and merchants depends on the success
26 the event has in drawing visitors to the community. The Family Center has requested that the Special
27 Event Permit fee (\$25.00) be waived.

28 **ATTACHMENTS:**

- 29 1. Draft Resolution
30 2. Diagram

Calistoga Tamale Festival - May 1, 2010
Street Closure Plan

