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City of Calistoga Staff Report

TO:

Honorable Mayor and City Council

FROM:

Frank Di Fede, Recreation Superintendent

DATE:

March 1, 2011

SUBJECT:

ADOPTION OF A RESOLUTION AUTHORIZING USE OF CITY

STREET FOR SPECIAL EVENT ON MAY 1, 2011

APPROVAL FOR FORWARDING:

Richard Spitler, City Manager

- 1 ISSUE: To consider a Resolution authorizing the use of Cedar Street from Elm Street
- 2 to Spring Street for the Calistoga Family Center 2nd Annual Tamale Festival on
- 3 May 1, 2011.
- 4 **RECOMMENDATION**: Adopt the attached Resolution
- 5 **BACKGROUND/DISCUSSION:** The Police Department has processed special event
- 6 permit applications and the City is changing those duties to the Community Resources
- 7 Division. When the event requires closure of a city street City Council approval is
- 8 required. Furthermore each applicant must provide required insurance and comply with
- 9 any terms or conditions applied to the permit.
- 10 The Calistoga Family Center has applied for a Special Event Permit for their 2nd Annual
- 11 Tamale Festival. The festival is planned for May 1, 2011 from 11:00 AM to 4:00 PM.
- 12 The event will include live music and entertainment on a stage in Pioneer Park.
- 13 The event planners are requesting the closure of Cedar Street from Elm Street to Spring
- 14 Street. They expect approximately 1,000 visitors to the festival and will have
- 15 approximately 40 volunteer workers at the event.
- 16 This closure would impact several homeowners private parking access and 20 parking
- spaces. Impact to the private parking access could be mitigated by one lane emergency
- 18 lane on Cedar Street from Elm Street to Spring Street.
- 19 If the Council authorizes these uses of public streets, staff will process the specific
- 20 Special Event Permit and establish conditions of approval.
- 21 **FISCAL IMPACT**: The use of public streets for special events has no significant
- 22 negative fiscal impact on the City. The potential impact for local businesses and
- 23 merchants depends on the success the event has in drawing visitors to the community.

24 ATTACHMENTS

- 25 1. Resolution
- 26 **2.** Site map

RESOLUTION NO. 2011-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALISTOGA, COUNTY OF NAPA, STATE OF CALIFORNIA, AUTHORIZING THE USE OF CEDAR STREET FROM ELM STREET TO SPRING STREET FOR THE CALISTOGA FAMILY CENTER SECOND ANNUAL TAMALE FESTIVAL ON MAY 1, 2011

1 2	WHEREAS, the use of public property for a special event requires an encroachment permit; and
3 4	WHEREAS, the Calistoga Family Center has requested the use of a
5 6	portion of Cedar Street from Elm Street to Spring Street for their event, and;
7	WHEREAS, the adequate traffic control measures the requested area can
8	be used without affecting the safety, health and welfare of the general public.
9	
10	NOW, THEREFORE BE IT RESOLVED that the City Council of the City o
11 12	Calistoga hereby authorizes the Calistoga Family Center to use a portion o Cedar Street from Elm Street to Spring Street to conduct their special event or
13	May 1, 2011 from 11:00 AM to 4:00 PM, subject to and in accordance with the
14	provisions of a Special Event Permit to be issued by the City.
15	
16	PASSED, APPROVED, AND ADOPTED by the City Council of the City o
17	Calistoga at a regular meeting held this 1st day of March, 2011, by the following
18	vote:
19 20	
20 21	AYES:
22	ATEO.
23	NOES:
24	
25	ABSTAIN/ABSENT:
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27	
28 29	
29 30	JACK GINGLES, Mayor
31	ATTEST:
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33	
34	SUSAN SNEDDON, City Clerk