



ST. CHARLES  
SINCE 1834

## AGENDA ITEM EXECUTIVE SUMMARY

**Title:** Recommendation to Approve Street and Parking Lot Closures and Use of Amplification Equipment for the 2014 St. Charles 12K of Christmas and the 2015 St. Charles Half Marathon

**Presenter:** Interim Chief Huffman

*Please check appropriate box:*

<input type="checkbox"/>	Government Operations	X	Government Services 05.27.14
<input type="checkbox"/>	Planning & Development		City Council
<input type="checkbox"/>	Public Hearing		

Estimated Cost:	<b>PD:</b> 12K: \$1,041.92; ½ Marathon: \$1,953.60 <b>PW:</b> \$2,413.46 (for each event) <b>TOTAL for both events: \$7,822.44</b>	Budgeted:	YES	X	NO	
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If NO, please explain how item will be funded:

All city costs are to be paid by the event sponsor, as done in the prior events.

**Executive Summary:**

This application was submitted on March 24, 2014 and encompasses both events.

Multisport Madness has submitted a special event application for two separate events:

- I. St. Charles 12K of Christmas to take place on Saturday, December 6, 2014
- II. St. Charles Half Marathon to take place on Saturday, April 25, 2015

Both of these are running events and the request for both is to have a start/finish line in the 100 blk. of N. 3<sup>rd</sup> St. between Cedar and State St.

Please see the attached memo outlining the details for each event.

The event sponsors are also requesting the use of an amplification system (PA) at the start and finish lines for the duration of the events. Event sponsors were reminded by the Special Events committee to keep in consideration the surrounding neighborhoods when utilizing the amplification in the early morning hours.

The sponsors will ensure advance notification and promotion is done in the downtown area, with special emphasis on any business directly along the closure route.

**Attachments:** *(please list)*

Memo and map routes

**Recommendation / Suggested Action** *(briefly explain):*

The Police Department recommends approval of the street and parking lot closures and use of amplification equipment for the 2014 St. Charles 12K of Christmas and the 2015 St. Charles Half Marathon.

*For office use only:*      *Agenda Item Number: 4.b*



# Memo

**Date:** May 7, 2014

**To:** Government Services

**From:** Interim Chief Huffman

**Re:** St. Charles 12K of Christmas & St. Charles Half Marathon

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## 12K of Christmas

The 12K would begin at 2:00 PM and the organizers expect to have between 300-600 participants. That event would start on N. 3rd St. The runners would then turn left (west) on to State St. The race would continue west on to Dean St. and then north on to 17th St. into the Foundry Business Park area. It would continue through Timbers Park and onto the streets of the Timbers neighborhood. It would then continue north in to un-incorporated St. Charles Township along Ferson Creek Rd., Wildrose Rd., and Thornapple Rd. The race would then re-enter the City, circle through the Thornwood Drive area, and then return to the Foundry Business Park and back along Dean and State Streets to 3rd Street.

For this event, the organizers are requesting that the following areas be closed from 10:00 a.m. - 4:30 p.m.:

- VFW Parking Lot
- N. 3rd St. from Cedar to State St.
- Cedar St. from N. 2nd St. to N. 3rd St.
- The roadway from N. 3rd St. to just west of the entrance to Isaaco's & Taste of Himalayas will need to be closed the entire time. The roadway from that entrance to N. 2nd St. will only need to be closed from 1:00 p.m. - 2:15 p.m.
- State St. from N. 3rd St. to N. 4th St.

The organizers also request the following:

- No Parking on Cedar St. from N. 3<sup>rd</sup> St. to N. 2nd St.
- No Parking on State St. from N. 3rd St. to N. 9th St.

## Half Marathon

This race would start and finish in the same location, however, the race would start at 7:00 a.m. and approximately 1,000 participants are expected. The route for this race is similar to that of the 12K except that it will not go through the Timbers subdivision and encompasses a larger

additional portion of areas north and west of the City before returning and finishing again on 3rd St. The closures and parking restrictions above would be the same except that the requested closure times would be 3:00 a.m. - 12:00 p.m.

**Police Assistance**

For both events the organizer plans to use volunteers all along the route. Police assistance will be needed however at:

- I. 3<sup>rd</sup> St. & State St.
- II. 3<sup>rd</sup> St. & Cedar St.
- III. 9<sup>th</sup> St. & Dean St.
- IV. 17<sup>th</sup> St. & Dean St.

In addition, an officer would be needed near Randall and Dean St. for the half marathon.

The event organizer will be contacting the Kane County Sheriff's Office for assistance outside the City limits.

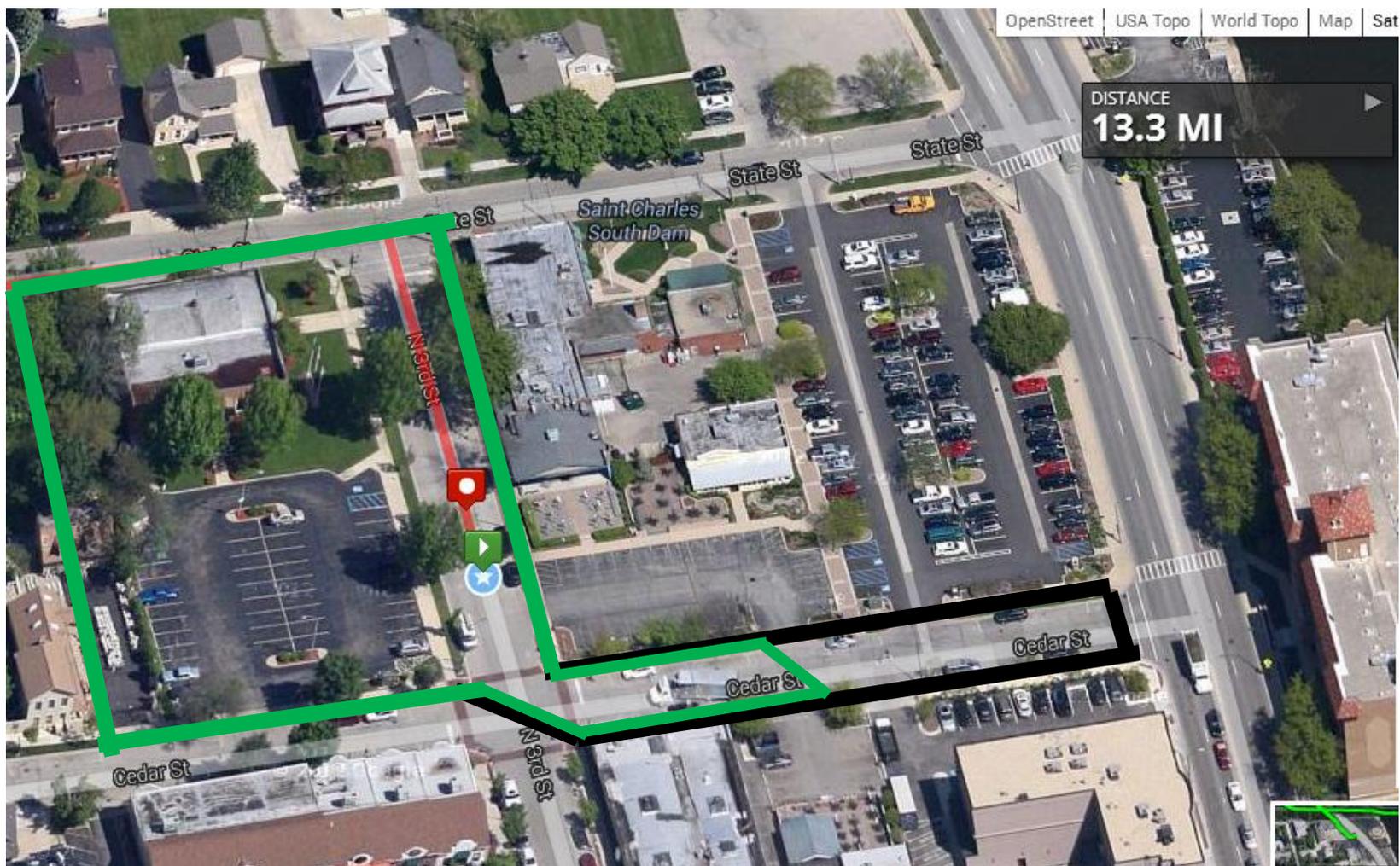
SGH/skc

## St. Charles 12K of Christmas - 2014



The area in Green (VFW parking lot and 3<sup>rd</sup> Street between State and Cedar) will be closed starting 10 a.m. and reopen at 4:30 p.m. The Black area will be barricaded (between 3<sup>rd</sup> and 2<sup>nd</sup> St.) from 1:00 p.m.- 2:15 p.m. Posting is requested: "No Parking Police Order" 24 hours leading to the race.

## St. Charles 13.1 Half Marathon - 2015



The entire area will be closed beginning at 3:00 a.m. The Black area (Cedar between 3rd and 2nd St.) will reopen to the public at 7:30 a.m. The Green area (VFW parking lot, 3<sup>rd</sup> Street between State and Cedar) will reopen at noon, which allows access to the private parking of Himalayan Restaurant and Isacco's, and full access to the west side of Cedar. Posting is requested: "No Parking Police Order" 24 hours leading to the race.