



**ST. CHARLES**  
SINCE 1834

**AGENDA ITEM EXECUTIVE SUMMARY**

Title: Recommendation for Street Closings for the Annual Pride of the Fox Riverfest

Presenter: Chief Lamkin

*Please check appropriate box:*

X	Government Operations (04.02.12)		Government Services
	Planning & Development		City Council
	Public Hearing		

Estimated Cost:	PD\$11,811.72; PW\$7,511.60; EMAS\$639.84; <b>Total: \$19,963.16</b>	Budgeted:	YES	X	NO
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If NO, please explain how item will be funded:

**Executive Summary:**

In addition to the attached request for street and parking lot closures, the event sponsors are requesting Class E liquor licenses for not-for-profit organizations be issued. The licensed premises will be arranged similar to previous years; the amplified music and alcohol service, as outlined, is the same as in previous years. Those requests are:

- Alcohol to be served on Friday, June 8, 2012 starting at 5 p.m., last call at 10:45 p.m., ending by 11 p.m.
- Saturday, June 9, 2012 starting at noon, last call at 10:45 p.m. ending at 11 p.m.
- Sunday, June 10, 2012 starting at noon, ending at 9 p.m.
- Amplified music to end no later than 10:30 p.m. each day of the event.

The Police Department is recommending Cedar Street between N. 2<sup>nd</sup> Street and N. 3<sup>rd</sup> Street be closed to any vehicles parking for the duration of the event. This will provide better access through the area for emergency services and help to reduce congestion. The Police Department is to be given authority to modify plans based on any circumstances that may arise. Please see the attached requests for parking from the event sponsor.

In 2011 the City provided financial participation up to \$18,000, with the agreement that reimbursement to the City would occur based on a profit for the event by the St. Charles Festival Committee. The same request is being made in 2012.

Following are the estimated costs from each department:

Police Department	\$11,811.72
Public Works	\$ 7,511.60
EMA	\$ 639.84
<b>TOTAL:</b>	<b>\$19,963.16</b>

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

- Street and Parking Lot Closing Requests with Police Department recommendations
- Maps of the various venues

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

The Police Department recommends approval of the requests for street closings for the Annual Pride of the Fox Riverfest.

*For office use only:*

*Agenda Item Number: 5c*

# Street & Parking Lot Closing Requests

30<sup>th</sup> Annual Pride of the Fox RiverFest

June 8 -10, 2012

## EASTSIDE

### **MUNICIPAL BUILDING AREA:**

- Checkerboard Lot: close from Wed. 4am, 6/6 – Tues 7am, 6/12
- Back Parking Lot (North side of building, 1<sup>st</sup> lot): close from Thu 6:30am, 6/7 – Mon 7am, 6/11

### **RIVERWALK AREA:**

- Grassy areas and closed parking lot (west side of old Fire Station) between the Municipal Building and trestle bridge and use of the “overlooks”: Thu 6pm, 6/7 – Mon 7am 6/11
- Parking Circle between Police Station and trestle: Fri 4am, 6/8 – Sat 10am, 6/9

### **SOUTHEAST SECTION:**

- 1<sup>st</sup> Ave between Walnut and Illinois: Thur 4am, 6/7 – Mon 5pm, 6/11
- Parking Lot (Walnut & 2<sup>nd</sup> Avenues): Wed 5pm, 6/6 – Mon 5pm, 6/11
- \*1<sup>st</sup> Ave between E. Main and Walnut: Thur 4am, 6/7 – Mon 7am 6/11
- \* Walnut Ave between 1<sup>st</sup> & 2<sup>nd</sup> Ave: Thur 5:30pm, 6/7 – Mon 7am 6/11
  - \* To meet Harris Bank’s need to have their parking lot accessible during business hours, we will situate fixed elements in the parking spaces so that Walnut Ave can be opened to traffic from 8am to 5:30pm weekdays and until 12:30pm on Saturday (while still maintaining no parking on both blocks)

## WESTSIDE

### **OLD ST CHARLES AREA:**

- River Plaza (Heritage Sq.) Parking Lot: Tues 4am, 6/5 – Mon 7am, 6/11
- 3<sup>rd</sup> Street between Cedar and State: Wed 4am, 6/6 – Mon 7am, 6/11
- 3<sup>rd</sup> Street between Main and Cedar: Sat 4am, 6/9 – Mon 7am, 6/11
- Parking Lot between Filling Station and Antique Stores: Sat 4am, 6/9 – Mon 7am, 6/11
- No parking on Cedar Street from 2<sup>nd</sup> to 3<sup>rd</sup> Street for the duration of the event

### **LINCOLN PARK AREA:**

- 5<sup>th</sup> Street between W. Main and Cedar: Thur 4am, 6/7 – Mon 7am, 6/11
- No parking/festival unloading zones on west side of 4<sup>th</sup> St between W. Main and Cedar: Thur 4am, 6/7 – Mon 7am, 6/11

### **1<sup>st</sup> STREET & PLAZA GREEN:**

- 1<sup>st</sup> Street between Main and Illinois Streets.: Fri 4am, 6/8 – Sun 10pm, 6/10
- Plaza Green: Thur 4am, 6/7 – Mon 7am, 6/11

### **THE PLAZA:**

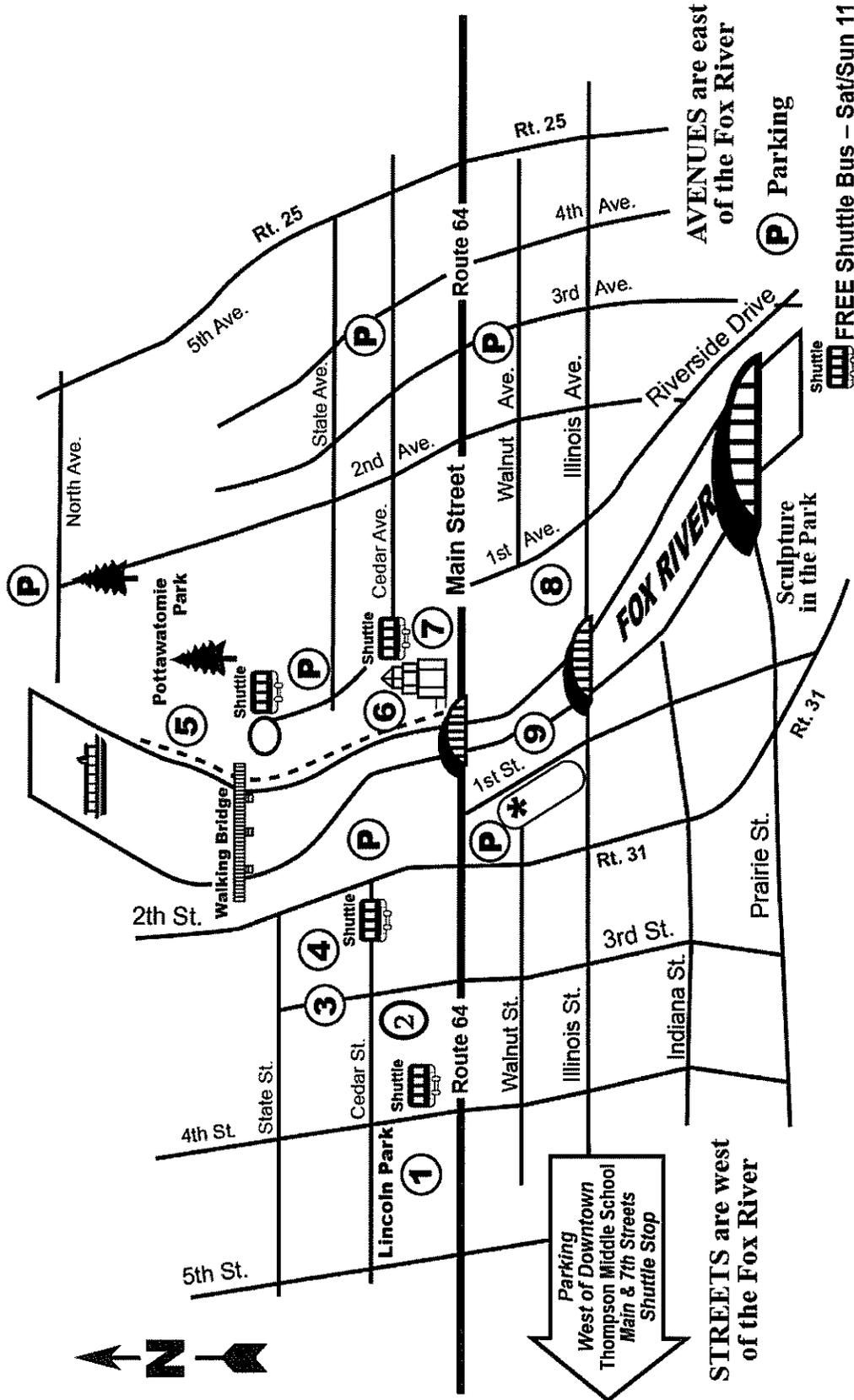
- Center area closed: Fri 5am, 6/8 – Mon 7am, 6/11

**SIDEWALK SALES:** We ask for approval for St. Charles merchants to bring their own merchandise and wares onto the sidewalks in front of their stores during festival activities.

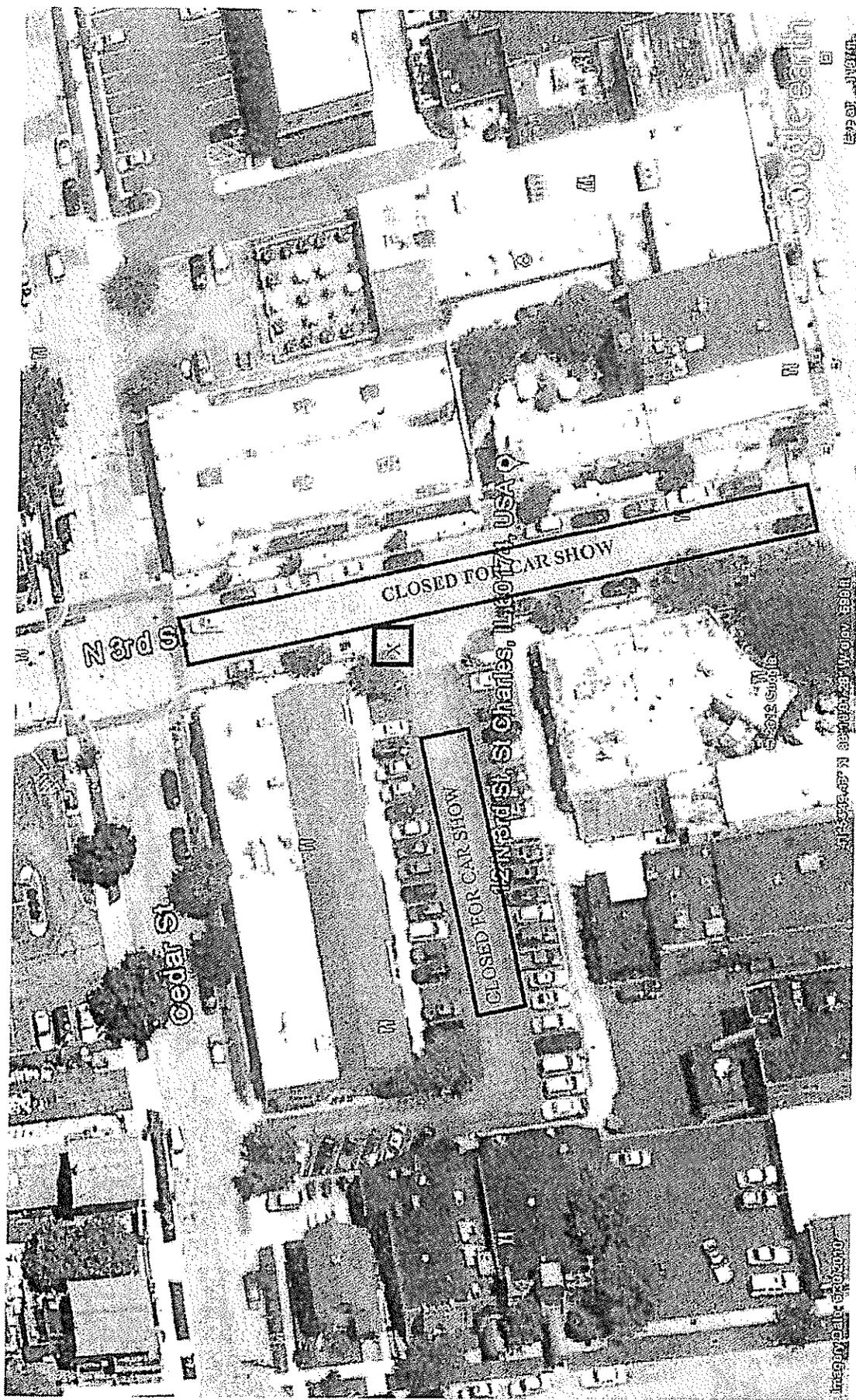
**OUTSIDE VENDORS:** To maintain proper character of St. Charles, manage the festival and have appropriate income assessed to produce the festival and its free public events and attractions, we ask that requests for temporary sales locations by other merchants, street vendors, restaurants and not-for-profit groups be directed to us for approval and fee assessment.

**SIGNS ON STREET PARKWAYS:** We request permission to place RiverFest signage on the street parkways during festival weekend.

**Pride of the Fox  
RiverFest  
June 8 - 10, 2012**



- 1 - Lincoln Park - Children's Activities
  - 2 - Car Show on 3rd Street
  - 3 - Kiddie Rides Carnival
  - 4 - Carnival
  - 5 - Pottawatomie Park - Dragon Boat Racing, Water Ski Show
  - 6 - Craft Show
  - 7 - 40 ton Fantasy Sand Sculpture
  - 8 - RiverSide Main Stage
  - 9 - Dock Dogs and Kansas City BBQ Cook-off at Plaza Green
- FREE Shuttle Bus - Sat/Sun 11 a.m. to 5 p.m.**



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Porto's

"Dog T

Generator

Concrete Pad

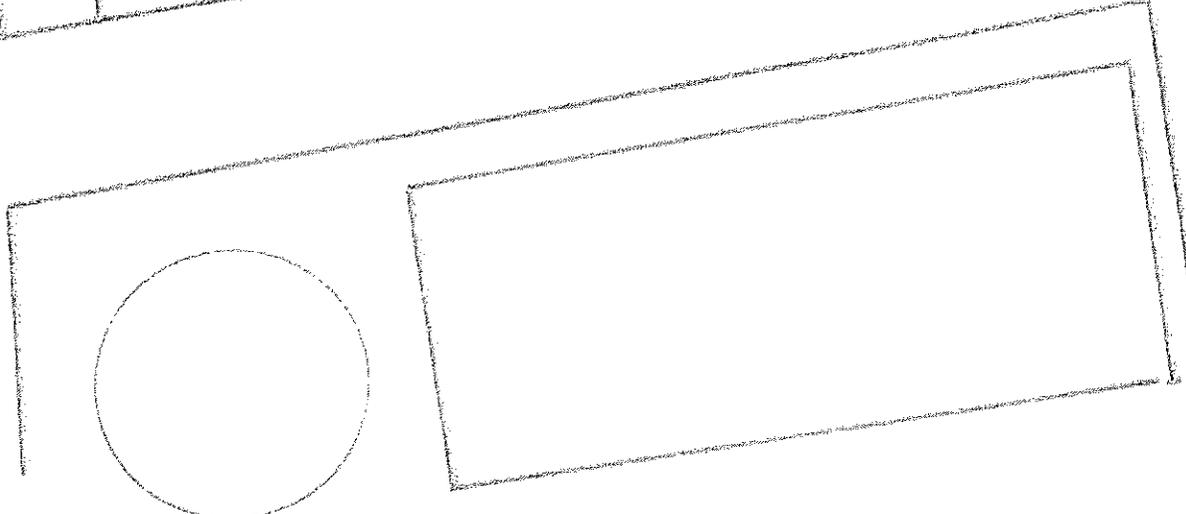
Judging Tent

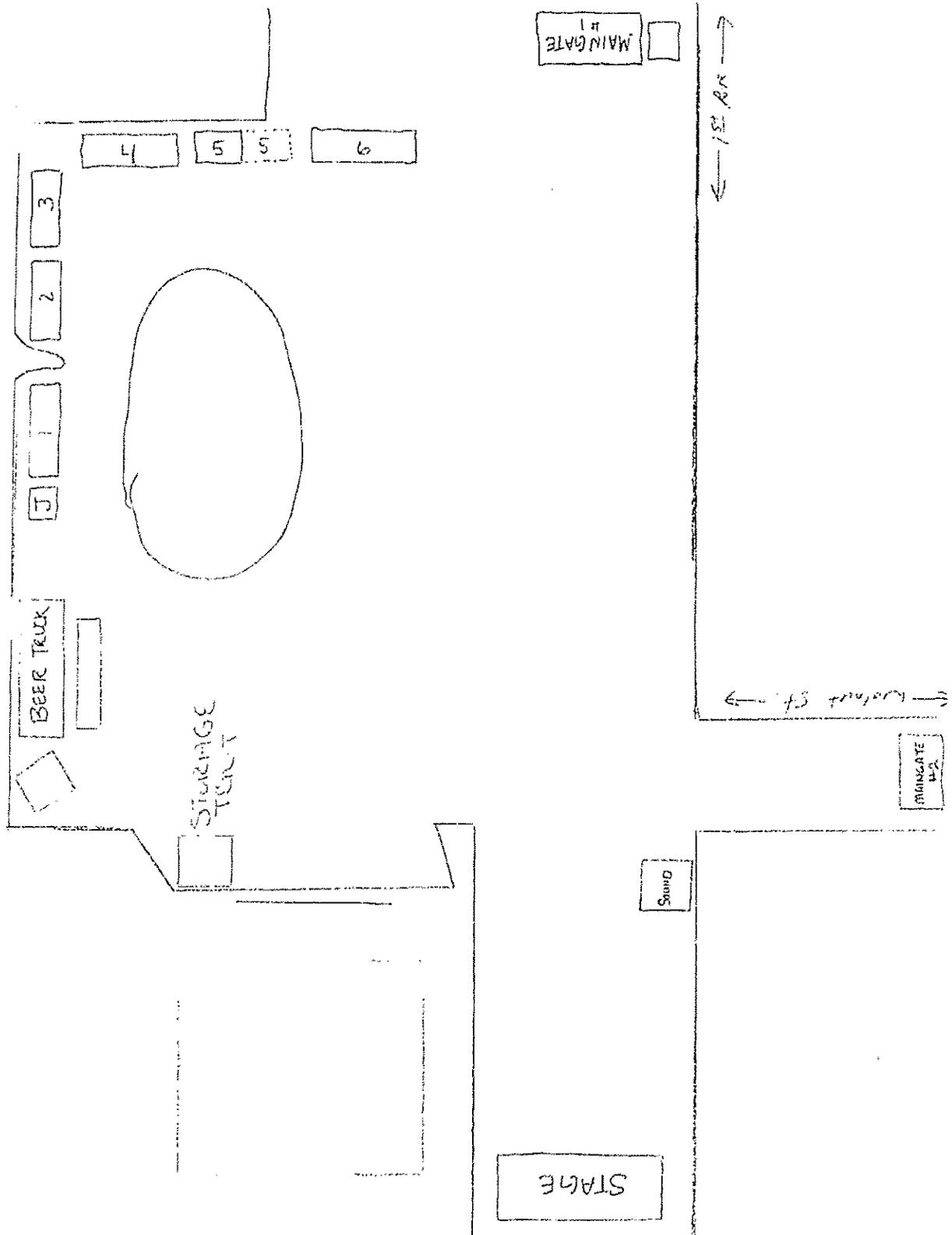
POOL

Dock

Pet Vendors

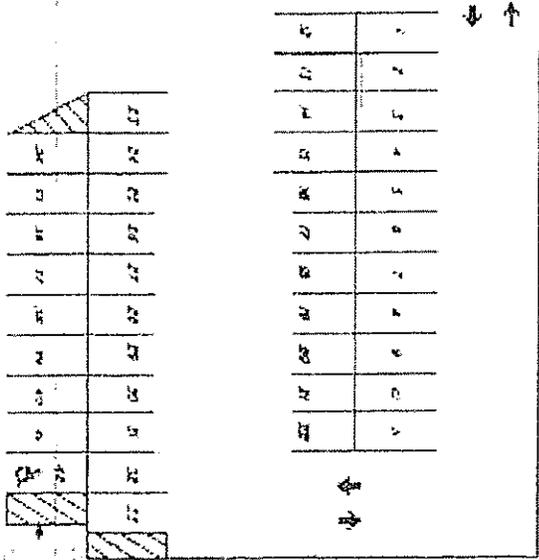
PLAZA GREEN







Existing  
Manhole  
Location



FIRST AVENUE



