

**CITY OF ALBANY  
CITY COUNCIL AGENDA  
STAFF REPORT**

Agenda date: September 2, 2008

Reviewed by: BP

**SUBJECT:** Request for Temporary Street Closure around Memorial Park for a Triathlon sponsored by Albany High School Athletic Boosters

**FROM:** Ann Chaney, Community Development Director

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**STAFF RECOMMENDATION**

Approve request by Albany High School Athletic Boosters to close off the streets immediately around Memorial Park and Albany High School (Key Route-north side, Portland, Thousand Oaks, and Carmel) on Sunday, September 28, 2008 from 7:00 a.m. to noon (actual race extends from 8:00 a.m. to about 11:00 a.m.). Waive fee in the amount of \$131.09.

**BACKGROUND**

The Albany Master Fee Schedule requires an Encroachment Permits for any work or activity that occurs within the public right-of-way. A specific reference in the Master Fee Schedule states that “*Group permits for special activities in City r-o-w, (Solano Stroll, etc.) Note: Permit requires Council approval.*”

The Albany High School Athletic Boosters are planning an Albany Centennial Fitness Triathlon that will include swimming (at the Albany pool), a 20 minute run around Memorial Park and the high school (about 2.5 miles), and 60-minute bicycling event on the streets surrounding Memorial Park and the high school (approximately 9 miles). The event will be limited to 100 participants ten years of age and older.

This request involves blocking off the streets around Memorial Park and the high school from 7:00 a.m. to noon on Sunday September 28. This includes Portland Avenue, Carmel Avenue, Thousand Oaks Avenue and northbound Key Route Boulevard. This street closure request is similar to the annual Berkeley Bicycle Club event held each year in July. Southbound Key Route Boulevard would be temporarily converted to a two-way street (see attached map).

Project sponsors state they will inform neighbors by placing a flyer at their door two weeks prior to the event. Special conditions will relate to setting up barricades and cones, providing volunteer staff, posting the area for “No Parking” four to five days in advance, and deliver notices to neighbors prior to the event, and working with the Police

Department and emergency responders. Police officials indicate that traffic circulation has not appeared to be a problem in the past. However, Lt. Geissberger wishes to reiterate that police access onto the “race course” (i.e., closed streets) is imperative, whether for bicycle triathlon purposes, related emergencies, or responding to resident calls.

According to the attached map, the registration and a first aid station will be located on Albany High School property between the swim center and Memorial Park. Project sponsors state that Albany Unified School District approval has been received. A special condition states that the project sponsors encourage bicyclists and spectators to stay off the grass at Memorial Park, and remain on the hardscape areas as much as possible.

### **PROPOSED SPECIAL CONDITIONS**

In addition to the standard conditions contained in the Encroachment Permit – Street Event permit form, the following special conditions should apply:

1. Event sponsors shall review with, and obtain approval from, the Albany Police Department regarding traffic control plans.
2. Albany Police shall have the authority to access the “race course” (i.e., closed streets) if they deem it necessary.
3. First aid station and registration table(s) may be located in Memorial Park within the hardscape areas only.
4. Event sponsors shall encourage participants and spectators to stay off the grass and use hardscape areas of Memorial Park as much as possible.
5. Clean the area of trash following the event.
6. Provide copy of insurance form prior to the event.
7. Notify neighbors of the event two weeks in advance.
8. Arrange for barricades and cones.
9. No Parking signs must be posted at least four days prior to the event.
10. Informed volunteers must be present at all times during the event.

### **FINANCIAL IMPACT**

None, if the project sponsors provide staff for traffic control and Albany Police are not directly involved in the event. In addition, project sponsors must clean the area of trash after the event. Therefore, there is no financial impact to the City. Fees generated from this request, unless waived, total \$131.09 for a Street Event.

#### Attachments

Albany Centennial Fitness Triathlon description and map