

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

Agenda date: September 21, 2009

Reviewed by BP

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

FROM: Ann Chaney, Community Development Director

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-northbound, Portland, Thousand Oaks, and Carmel) on Sunday, October 25, 2009 from 7:00 a.m. to 11:00 a.m. Waive fee in the amount of \$131.09.

BACKGROUND

The Albany Master Fee Schedule requires an Encroachment Permit 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.”*

To promote physical fitness, the Albany High School Athletic Boosters are planning a 16-lap bicycle on the street mentioned above, and 4 laps of running on the sidewalks around the park and school. Specifically, this request involves blocking off the streets around Memorial Park and the high school from 7:00 a.m. to 11:00 a.m. on Sunday October 25. This includes Portland Avenue, Carmel Avenue, Thousand Oaks Avenue and northbound Key Route Boulevard. This street closure request is virtually the same as the Athletic Boosters request last year, and 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 place flyers two weeks prior to the event, informing neighbors in the Memorial Park area of the street closure. 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 race purposes, related emergencies, or responding to resident calls.

According to the attached map, the registration, a first aid station will be located on Albany High School property between the swim center site 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 of the event.
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