

SUMMARY REPORT TO MANAGER
for City Council Meeting of May 19, 2008

SUBJECT: "ROCK THE TRIDGE" EVENT

RESOLUTION SUMMARY: This resolution approves the request from the Downtown Development Authority to conduct the "ROCK the Tridge" event in the Farmers Market area on Thursday, August 21, 2008, from 5:00 – 9:00 p.m. and authorizes the Administrative Staff to approve future requests if conducted in substantially the same manner.

ITEMS ATTACHED:

1. Letter of transmittal
2. Letter of request
3. Resolution

COUNCIL ACTION:

1. 3/5 vote required to approve resolution

Jack Duso
Assistant City Manager



City Hall • 333 West Ellsworth Street • Midland, Michigan 48640-5132 • 989.837.3300 • 989.835.2717 Fax • www.midland-mi.org

May 15, 2008

Honorable Mayor and City Council
City of Midland
Michigan

Dear Councilmen:

Attached please find a request from the Downtown Development Authority seeking permission to conduct the "ROCK the Tridge" event in the Farmers Market area on Thursday, August 21, 2008, from 5:00 – 9:00 p.m.

Staff has reviewed the request and recommends approval subject to the following conditions:

- The Rock Youth Center and the Shelterhouse must provide Special Event Liability Insurance in the amount of \$1,000,000 per occurrence, \$2,000,000 aggregate, with the City of Midland named as an Additional Insured. This certificate of insurance must be submitted to the City Manager's Office no less than five working days prior to the event. (The DDA already has an insurance certificate on file with the City).
- A comprehensive list of activities must be provided to the City Manager's Office prior to the event.
- Special Event Sign procedures must be followed.

Attached for your consideration is a resolution which will grant approval of the request. The resolution also grants authority to the Administrative Staff to approve future requests if conducted in substantially the same manner.

If you have any questions, please do not hesitate to contact me.

Sincerely,

Jack Duso
Assistant City Manager

JED:ker



RECEIVED

MAY 02 2008

City of Midland
City Manager's Office

April 30, 2008

Mr. Jack Duso
Assistant City Manager
Midland City Hall
333 W. Ellsworth
Midland, MI 48640

Re: Downtown Midland's ROCK the Tridge 2008

Dear Mr. Duso:

The Downtown Development Authority (DDA) requests approval from the City of Midland to conduct "ROCK the Tridge" on Thursday, August 21 from 5 – 9 p.m. in Downtown Midland. This event is sponsored by Shelterhouse, the Rock Youth Center, and the DDA.

Our formal request is as follows:

- City stage located the grassy area near the Tridge (similar to Tunes by the Tridge).
- Permission for amplified sound during the event.
- 2 sets of bleachers located across from the City stage.
- Twenty (20) picnic tables located across from the City stage.
- Electricity turned on in Tridge area.
- Permission to place temporary event-day signage throughout the district. These signs would be placed only on the day of the event with the name of the event and a directional arrow pointing toward the event location.
- Farmer's Market restrooms opened and stocked.
- Four (4) additional trash receptacles near the stage.

The DDA believes that this will be a fun event for the whole family. The approval of this request and the assistance of the City departments (where needed) is greatly appreciated.

Sincerely,

Denise Hufford
Downtown Event Coordinator, DDA





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BY COUNCILMAN

RESOLVED, that the request from the Downtown Development Authority to conduct the "ROCK the Tridge" event in the Farmers Market area on Thursday, August 21, 2008, is hereby approved subject to the following conditions:

- The Rock Youth Center and the Shelterhouse must provide Special Event Liability Insurance in the amount of \$1,000,000 per occurrence, \$2,000,000 aggregate, with the City of Midland named as an Additional Insured. This certificate of insurance must be submitted to the City Manager's Office no less than five working days prior to the event. (The DDA already has an insurance certificate on file with the City).
- A comprehensive list of activities must be provided to the City Manager's Office prior to the event.
- Special Event Sign procedures must be followed.

;and

RESOLVED FURTHER, that the Administrative Staff is hereby authorized to approve future requests if conducted in substantially the same manner.

YEAS:

NAYS:

ABSENT:

I, Selina Tisdale, City Clerk, City of Midland, Counties of Bay and Midland, State of Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by a yea vote of all the Councilmen present at a regular meeting of the City Council held Monday, May 19, 2008.

Selina Tisdale, City Clerk

t:rockthetridge