



Legislation Text

File #: 18-586, **Version:** 1

Report Prepared by: Daniel Dabney, Sergeant Merced Police Department

SUBJECT: Approval of Street Closure Request from the Merced Main Street Association for Main Street and Other Surrounding Streets on December 1, 2018, for the Annual Christmas Parade and Related Events

REPORT IN BRIEF

Considers approving a request for street closures on December 1, 2018, from 8:00 a.m. until 7:00 p.m. for the annual Christmas Parade, craft fair, Jingle Bell run/walk and other related activities

RECOMMENDATION

City Council - Adopt a motion approving the street closures of East Main Street, from "G" Street to Cedar Avenue and West Main Street, from "G" to "O" Streets, including side streets from Cedar Avenue to "O" Street, with an alternate route (due to possible road closure for the El Capitan project) of East Main Street, from "G" Street to Cedar Avenue, West Main Street, from "G" to Canal Street, Canal Street from West Main Street to West 18th Street and West 18th Street from Canal Street to "O" Street including side streets as requested by the Merced Main Street Association for the 2018 Christmas Parade and Craft Fair on Saturday, December 1, 2018. Street closures will be from 8:00 a.m. to 7:00 p.m.; subject to the conditions outlined in the administrative report.

ALTERNATIVES

1. Approve, as recommended by Staff; or,
2. Approve, subject to other than recommended by Staff; or,
3. Deny; or
4. Refer to Staff for reconsideration of specific items

AUTHORITY

City of Merced Charter Section 200
City of Merced Municipal Code Section 12.42.010
State of California Vehicle Code Section 21101(e)

CITY COUNCIL PRIORITIES

As provided for in the 2018-19 Adopted Budget.

DISCUSSION

A request was received from Manuel Alvarado (Merced Main Street Association), dated on October 1, 2018, to close East Main Street, West Main Street and the side streets for the annual Christmas Parade. The request is for the closure of the following streets:

East Main Street from “G” Street to Cedar Avenue (East Main Street will be closed for the parade assembly).

Orchard Lane to thru traffic at East Main Street.

Calimyrna Avenue to thru traffic at East Main Street.

“D” Street to thru traffic at East Main Street

“E” Street to thru traffic at East Main Street

“F” Street to thru traffic at East Main Street

“H” Street from West 16th Street to West 18th Street

“I” Street from West 16th Street to West 18th Street

“K” Street from West 16th Street to West 18th Street

Canal Street from West Main Street to West 18th Street

“N” Street from W. 16th St to West 18th St with an alternate route of “N” Street from West Main Street to West 19th Street.

West Main Street between “G” Street and “Canal” Street (This is for the parade route and Jingle Bell Run)

West 18th Street between “Canal” Street and “O” Street (This is for the parade route and Jingle Bell Run)

“O” Street from West Main Street to West 20th Street (“O” Street will be closed for and parade termination).

The 2018 Christmas Parade staging area will be on East Main Street between “G” Street and Cedar Avenue. The street closure for East Main Street from “G” Street to Cedar Avenue, including side streets, will be from 11:00 A.M. to 6:00 P.M.

This will allow ample time for the parade assembly.

The Merced Main Street Association will also be hosting a Craft Fair and food booths prior to the Christmas Parade. The Craft Fair and food booths will be set up in Bob Hart Square on Canal Street between West 16th Street and West Main Street. Canal Street at West 18th Street and West Main between "M" Street and "K" Street will be closed from 8:00 A.M. to 6:30 P.M. This section will be closed earlier than the remaining street closure for the Jingle Bell Run 5K run/walk.

West Main Street, from “G” to “O” Street including side streets, will be closed from 11:00 A.M. to 6:30 P.M. for the Christmas Parade and Jingle Bell Run 2 mile run/walk. An alternate route (due to possible road closure for the El Capitan project) will be West Main Street, from “G” to Canal Street, Canal Street from West Main Street to West 18th Street and West 18th Street from Canal Street to “O” Street including side street’s The Merced Main Street Association has entertainment scheduled to perform between 12:00 P.M. and 2:00 P.M. in Bob Hart Square. The Merced Main Street Association is going to hold a Jingle Bell Run 5K run/walk before the Christmas Parade.

The Jingle Bell Run will stage and start in the 400 block of West Main Street at 11:00 A.M. on Saturday December 1, 2018. The run/walk will be a 5K. The run/walk route will start in the 400 block of West Main, go west on West Main Street, north on Canal Street, east on West 18th Street, north on "Q" Street, east on West 19th Street, north on "P" Street, west on 20th Street, north on "Q" Street, east on 21st Street, north on “P” Street, west on 22nd Street, north on “Q” Street, east on W. 23rd Street, south on “H” Street, East on W. Main Street ending at Bob Hart Square (West Main Street and Canal Street).

The Merced Police Department will assist the Merced Main Street Association and Jingle Bell Run volunteers with the run / walk route. The Police Department will utilize personnel to block the intersections of West Main Street and "M" Street for the run/walk to begin. The Police Department will also utilize personnel to block West 18th Street and "M" Street and "M" street and West 23rd Street. The remainder of the run/walk route will be staffed by Merced Main Street Association and Jingle Bell Run volunteers. The Police Department will travel the route ensuring that the route is safe for the participants.

The run/walk will be held in conjunction with the annual Christmas Parade. The proceeds from the Jingle Bell Run will benefit the Toys for Tots program.

The Merced Union High School District has provided an Insurance certificate that covers the insurance for the Jingle Bell Run event that is sponsored and will be coordinated by the Buhach Colony High School Running Club.

The Christmas Parade will commence at 3:00 P.M. from Main Street and "G" Street, going west bound on West Main Street to "O" Street.

East Main Street and side streets off of East Main Street will be opened to traffic after the parade is cleared from the staging area. West Main Street and side streets off of West Main Street will be opened to traffic at the conclusion of the Christmas Parade and the tree lighting ceremony, which is anticipated to occur between 6:30 P.M. and 7:00 P.M.

The Merced Police Department will provide traffic control services during this event. The Merced Police Department will station a Police Officer at the intersections of Main Street and "G" Street, West Main Street and Martin Luther King Jr Way and West Main Street and "M" Street to allow traffic to flow north and south bound during the parade. If other City services are needed beyond the assistance of the Merced Police Department, the request will be made separately and to the appropriate departments.

The Merced Police Department will utilize approximately two (2) Police Sergeants, eight (8) Police Officers, One (1) Citizen Volunteer and thirty (30) Police Explorer Scouts to conduct traffic control for this event.

The Merced Main Street Association will take full responsibility for notifying the businesses and residences along the parade route, providing ample notification of the event. The posting of No Parking signs, along the parade route and staging area, shall be done no less than twenty four (24) hours prior to the event. The parade is expected to bring approximately 15,000 spectators.

The 2018 Christmas Parade would be held subject to the following conditions:

1. Event sponsors shall furnish a certificate of liability insurance with coverage of no less than \$1,000,000.00 and naming the City of Merced as additional insured.
2. Event sponsors shall contact all businesses and residences affected by the street closure, advising them of the hours, conditions and reason thereof.
3. Event sponsor shall be responsible for placing and removing all traffic barricades and posting of parking restrictions where streets are closed no less than 24 hours prior to the parade.

4. Event sponsor shall be responsible for disposing of any trash and debris generated from the event.
5. Event sponsor shall provide adequate supervision throughout the parade route as required by the Police Department.
6. Event sponsors shall agree to indemnify and hold harmless the City, its officers, agents, and employees from any and all liability, costs, damages, or injuries to persons or damage to property which might arise out of or in any way be connected with the use of an encroachment/street closure permit for this event.

ATTACHMENTS

1. Street closure application
2. Map of parade route
3. Map of Jingle Bell run
4. Certificate of Liability for Jingle Bell Run
5. Certificate of Liability for Christmas Parade