



Legislation Text

File #: 17-539, **Version:** 1

Report Prepared by: Jacob Struble, Lieutenant Merced Police Department

SUBJECT: Annual Christmas Parade 2017

REPORT IN BRIEF

Street Closure to hold the Annual Christmas Parade on December 2, 2017.

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, as requested by the Active 20-30 Club of Merced 53 for the 2017 Christmas Parade and Craft Fair on Saturday, December 2, 2017. Street closures will be from 8:00 a.m. to 6:30 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 2017-18 Adopted Budget.

DISCUSSION

A request was received from Deborah Richardson (Active 20-30 of Merced #53), on October 20, 2017, 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 18th Street to West Main Street
“N” Street from West 16th Street to West 18th Street
West Main Street between “G” 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 Jingle Bell Run and parade termination).

The 2017 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 Active 20-30 of Merced #53 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 on Canal Street between West 18th 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 Craft Fair, food booths and the Jingle Bell Run 5K run/walk.

West Main Street from “G” Street 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. The Active 20-30 Club of Merced #53 has entertainment scheduled to perform between 12:00 P.M. and 2:00 P.M. in Bob Hart Square. The Active 20-30 Club of Merced is going to have Alfonso Garcia, Honey Bun Run, 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 2, 2017. 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 “O” Street, east on West 20th Street, south on “H” Street, west on West 19th Street, south on “I” Street, east on 18th Street, south on “H” Street, west on West Main Street, ending at Bob Hart Square (West Main Street and Canal Street). This year they will be using “O” Street instead of “N” Street due to the UC Merced construction project closing northbound “N” Street.

The Merced Police Department will assist the Active 20-30 Club of Merced 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 20th Street and “M” Street. The remainder of the run/walk route will be staffed by Active 20-30 Club of Merced 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, approximately 6:30 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 Active 20-30 of Merced #53 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 2017 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. 2017 Christmas Parade Street Closure Application

2. 2017 Christmas Parade Certificate of Insurance
3. 2017 Christmas Parade Map
4. 2017 Jingle Bell Run Certificate of Insurance
5. 2017 Jingle Bell Run Map