

## CITY OF FLAGSTAFF STAFF SUMMARY REPORT

To:

The Honorable Mayor and City Council

From:

Lisa Moody, Sr. Recreation Coordinator

(928) 213-2311

Recreation Services

Thru:

Elizabeth Neumayer, Community Enrichment Services Director

Date:

November 26, 2008

Meeting Date: December 16, 2008

TITLE: Consideration of Aspen Avenue street closure for the 2008 New Year's Eve Bash on Wednesday, December 31, 2008-Thursday, January 1, 2009.

RECOMMENDED ACTION: Allow the proposed street closure for the 2008 New Year's Eve Bash due to the provision in the Special Event Permit Packet allowing for the closure when no other viable venues are available.

#### **ACTION SUMMARY:**

By allowing the 2008 New Year's Eve Bash as an exception to the Special Event Permit Regulations regarding downtown one-way street closures, the City is providing a safe alternative location for an annual community event.

#### **DISCUSSION:**

#### Background/History:

For years, the Flagstaff Downtown "Pine Cone Drop and New Years Eve Bash" has been an ever-growing city tradition. The Downtown Business Alliance, in association with the management of the Weatherford Hotel, has successfully provided a high quality holiday celebration that attracts locals and visitors alike. The goal of the DBA for this event has always been to promote Flagstaff as a first-choice holiday destination while providing a safe holiday celebration for the entire family.

A new addition this year is a New Year's fireworks display in conjunction with the annual Pine Cone Drop. The Downtown Business Alliance will sponsor the event and the City of Flagstaff will provide a proportional contribution for the cost of the display.

### **Key Considerations:**

The current Special Event Permit Regulations do not allow for "one-way streets in the Downtown Historic District (bordered by Humphreys Street, Route 66, San Francisco Street and Cherry Avenue and Birch Avenue east of Humphreys) to be closed except for:

- Parades
- 2. Community-wide events for all ages when there are no other venues available. Other locations include any outdoor location owned by the city large enough to occupy a community-wide event. Other venue availability is determined by previously reserved activities that my conflict with a community-wide event. If there are no conflicts, other venues are preferred and will be approved for use in replacement of one-way street closures."



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Although these downtown, one-way street closures are not permitted, a number of events have been approved on a case by case basis by Council, based on their benefit to the Flagstaff community.

The Aspen Street closure, between Beaver and San Francisco, will be in place from 12:00 p.m., Dec 31, 2008 until 5:00 a.m., January 1, 2009.

Flagstaff Fire Department requires that there be a fire lane and access to all hydrant and water hook-ups on the streets. This will be considered when executing the site plan.

On November 26, 2008, the City of Flagstaff Community Events office used the Downtown Business Distribution List to inform local businesses of the date and time this proposed street closure will be presented to Council, per Council's request.

#### **Community Benefits and Considerations:**

By allowing events to utilize downtown streets as a location, the City is benefiting local businesses and providing a safe event location for patrons. The addition of a fireworks display is an opportunity for some celebration during an otherwise gloomy economic period, and provides an opportunity to test a product that might have use for future Independence Day celebrations.

#### Community Involvement:

The New Year's Eve Bash is designed for the local Flagstaff residents, although people and families from surrounding communities will attend. Also, this event is organized and run by members/volunteers/business owners from the Flagstaff community.

#### Financial Implications:

There are no financial implications to the City of Flagstaff for this additional road closure. There is a \$2,500.00 direct cost of the City's share for the fireworks display, as well as some in-kind costs for additional personnel necessary to coordinate these activities.

There may be a positive financial benefit to the business owners along the proposed closure route. This may also include an increase in sales tax dollars that are generated during this event.

#### **Options and Alternatives:**

Any deviation from the Council approved Special Event regulations require City Council approval.

- Allow for the following road closure:
  - Aspen (San Francisco Street to Beaver Street)
- Deny the request to approve the proposed street closure.

#### Attachments/Exhibits:

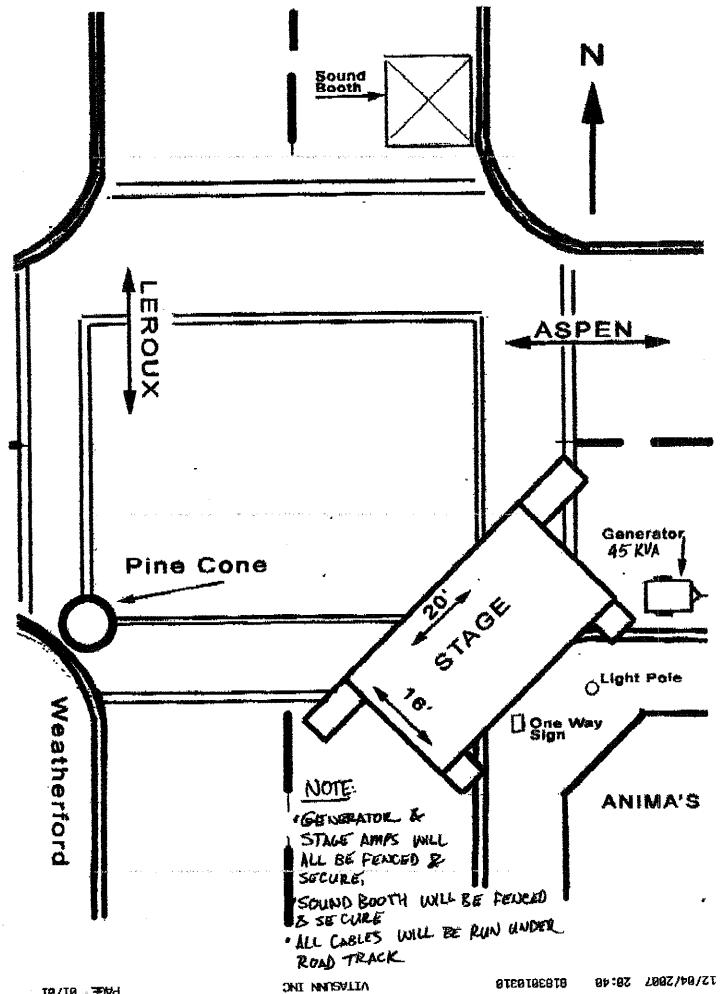
Site Plan

**NES- Traffic Safety Traffic Control Plan** 

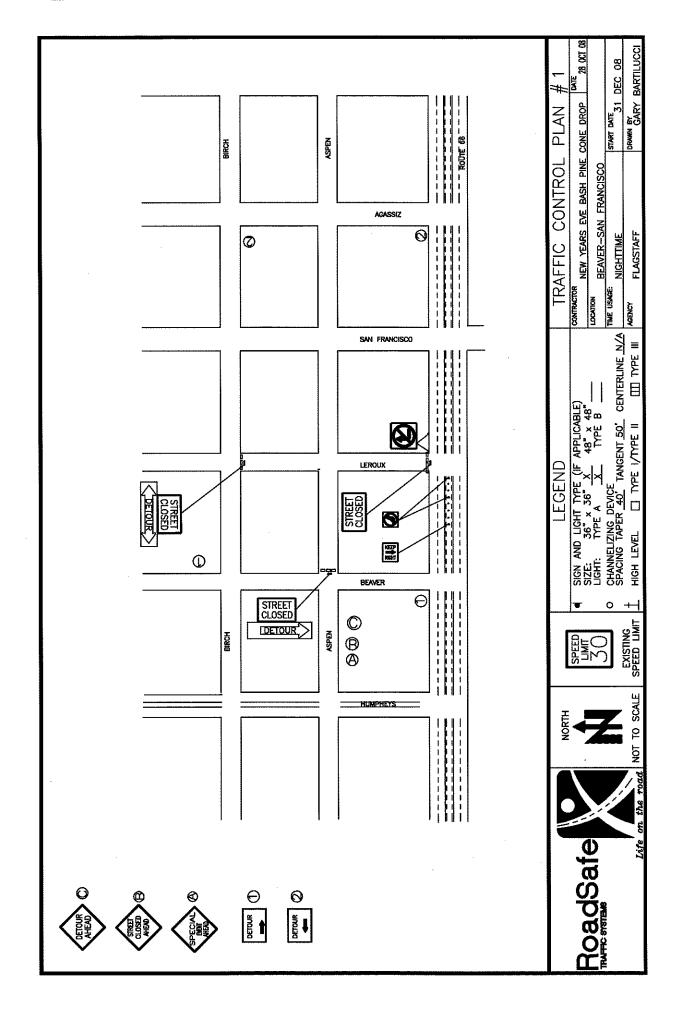
City Manager Memorandum dated November 21, 2008

Department Head

| INITIALS  | RESPONSIBILITY         | DATE           | INITIALS    | RESPONSIBILITY | DATE |
|-----------|------------------------|----------------|-------------|----------------|------|
|           | BIDS/PURCHASES         |                |             | FINANCE/BUDGET |      |
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# MEMORANDUM CITY MANAGER'S OFFICE

DATE:

Friday, November 21, 2008

TO:

**Honorable Mayor and Council** 

FROM:

**Kevin Burke, City Manager** 

**REGARDING:** 

Downtown Fireworks - New Year's Eve

In coordination with Mayor Presser, I have been having discussions with John VanLandingham regarding the Downtown Business Alliance's sponsorship of a New Year's fireworks display in conjunction with the annual Pine Cone Drop. I have also had discussions with our Fire Department, Police, Recreation and Risk Management, regarding the feasibility to safely permit an event of this type.

I am pleased to report that we have found a pyrotechnic product appropriate for close proximity viewing. The fireworks proposed are essentially those that are seen in indoor stadiums or from rooftops. Given a crowd is already gathered in Downtown Flagstaff, these fireworks could be launched from an adjacent rooftop at the point the pinecone reaches its base. This would add to the event and should not require any additional logistics from a crowd control standpoint. The proposed cost for an approximately five minute show is \$5,000.

The better news is that the Downtown Business Alliance will sponsor the event and the City will provide a proportional contribution for the cost of the event. It is currently estimated that the City's contribution will be approximately \$2,500 in direct out of pocket expenses and we would also insure in-kind costs for additional personnel necessary to coordinate these activities. I have identified a source for this funding in our existing budget. Although such an expense is within my purchasing permissions, I wanted to check in with you before going forward.

Not only is this an opportunity for some celebration during an otherwise gloomy economic period, but it provides us with an opportunity to test a product that might have use for future Independence Day celebrations. In order to go forward, we must give the vendor a 30 day notice. Your direction on Tuesday will meet that time frame requirement.

Kevin Burke