

City of Piedmont
COUNCIL AGENDA REPORT

DATE: November 18, 2019
TO: Mayor and Council
FROM: Sara Lillevand, City Administrator
SUBJECT: Consideration of a Street Use Application for the 2019 Piedmont Turkey Trot

RECOMMENDATION

Approve a request to close City streets on Thanksgiving Day, November 28, 2019, for the 18th Annual Piedmont Turkey Trot sponsored by the PTT Thanksgiving Day Race DBA Piedmont Turkey Trot.

BACKGROUND

In November of 2002, the City Council approved a request to close City streets on Thanksgiving morning for a fundraiser to benefit the Piedmont High School (PHS) Cross Country team. Then PHS Cross Country coach Doyle O'Regan worked with the Police, Fire, and Public Works Departments to ensure a safe race by utilizing volunteers to direct traffic. The Fire Department staffed the race using existing on-shift personnel and the Police Department brought in reserve officers to assist with traffic control. Since that time, the Piedmont Turkey Trot has grown into a popular community event and the attendance has increased to an estimated 2,000 runners for 2019.

As this event has grown, so have the time commitments of the volunteers who organize the race and the commitment of City resources. The Public Works Department utilizes about 40 hours of staff time annually to support the race by distributing and retrieving barricades and cleaning up Piedmont Park after the race. The Police Department has used its Explorer crew to help staff the race, which sometimes necessitates bringing in an officer on overtime as a supervisor. Since its inception, the Council has been supportive of the race both by allowing the street closures and by providing staff time in the Fire, Police, and Public Works Departments at no charge to the organizers. In the past several years, the Turkey Trot has used proceeds from the race to make contributions to the City's Athletic Facilities Preservation Fund.

The Public Works Department will provide barricades and traffic cones. AC Transit has been notified for possible bus rerouting. Each household along the race route will receive a flyer notifying them of the race and publicity will appear in the Piedmont Post and the Piedmonter.

By: John O. Tulloch, Assistant City Administrator / City Clerk

City of Piedmont
APPLICATION FOR STREET / SIDEWALK USE PERMIT
City Clerk's Office - (510) 420-3040

RECEIVED
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NOV 04 2019

CITY CLERK
CITY OF PIEDMONT

Applicant's Name Maeilyn Webee Phone (h) _____
Name of Organization (if applicable) Piedmont Turkey Trot Phone (w) _____
Address 418 Blair Ave Piedmont Phone (cell) 510-220-0743

1. Special use of street/sidewalk (parade, marathon, etc.) _____
Closure of street X
Other (specify) _____
2. Name of street(s) and range of house numbers (i.e. Bonita Avenue between 200-300)
Please see attached listing
3. Name of cross street(s) Attached to application
4. Day/Date of event 11-28-2019 Time/Hours 7:00am - 10:00am
5. Number of participants (estimate) 2,000 +
6. Reason/Event/Explanation 18th Annual Piedmont Turkey Trot Race, a fundraiser for the PHS Track and Cross Country Teams and the City of Piedmont Athletic
7. Special Needs / Requests facilities Maintenance fund.

I have read City Council Policy No. 1 and certify that the foregoing information is true and correct to the best of my knowledge.

Applicant's Signature Maeilyn Webee Date 11.4.19

When completed, this form will serve as notice to those residents affected by the proposed street closure. Applicant is required to provide this notice to the addresses on the attached list and map.

Fee: \$40.00 - Cash or Check Only (Payable to City of Piedmont) ck # 1097 440 -

Submit: 10 Days in Advance of Event to:
City Clerk's Office
120 Vista Avenue
Piedmont, CA 94611

(For City Use Only)

Application complete, fee paid and signatures checked:

John
City Clerk

Approved:

[Signature]
Public Works Department

NOV 2019
Date

Approved:

But Blum
Fire Department

11-5-19
Date

Approved:

Jeremy Bowen
Police Department

11/5/19
Date

Approved:

, City Administrator

Date

Additional Requirements:

For street closures, one lane MUST be kept open for emergency vehicles.

Permit Returned to Applicant on _____

By _____

Street Closures during the Race

The Streets along the route will be closed to traffic on Thursday, November 28th, from 8:15am - 9:30am

Course Route:

Start on Highland at Magnolia

Follow Highland towards Wildwood Ave

Turn left on Wildwood Ave.

Turn right on Crocker Ave

Turn right on Lafayette Ave, continue on Lafayette to La Salle Ave

Continue on LaSalle Ave

Follow LaSalle to St. James Road

Turn left on St. James Rd

Turn left on Hampton Rd

Right on SeaView

At the top of SeaView, veer left on to Mountain

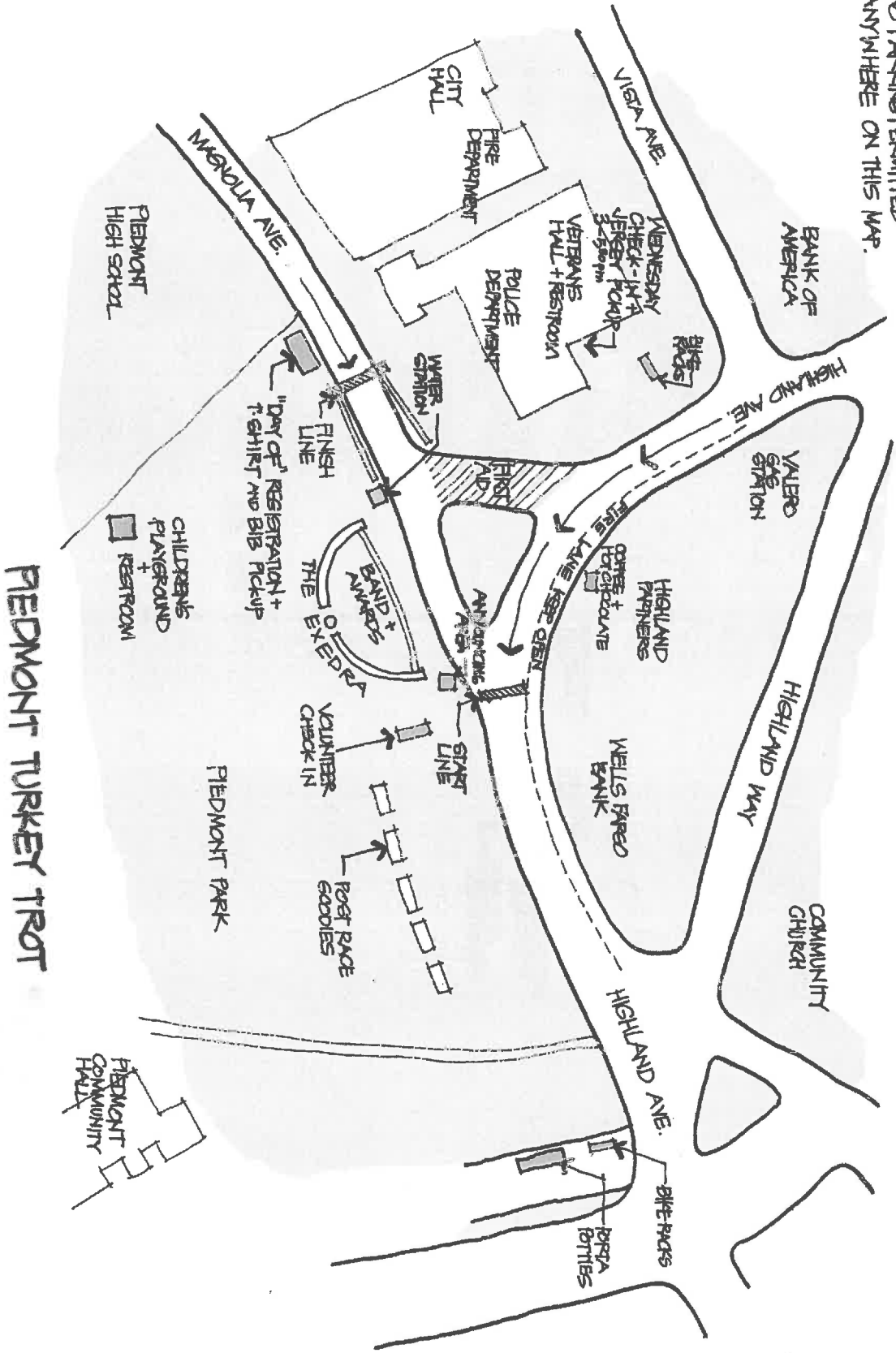
Follow Mountain to Craig, veer right onto Craig

Turn left on Highland, then right on Vista Ave

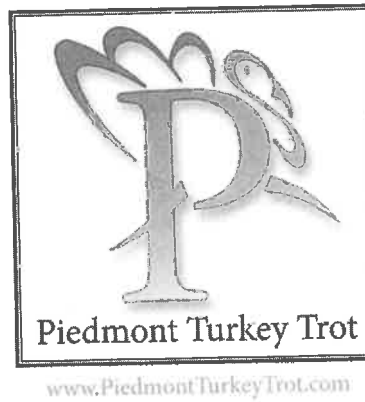
Left on Hillside, veer left onto Magnolia Ave

Finish on Magnolia!

NO PARKING PERMITTED ANYWHERE ON THIS MAP.



PIEDMONT TURKEY TROT



November 18, 2019

Dear Piedmont Resident,

On Thanksgiving morning, November 28, 2019, the 18th annual running of the Piedmont Turkey Trot will commence. The event is a 5k run/walk through the beautiful streets of Piedmont benefitting the PHS Cross Country and Track teams and the City of Piedmont's Athletic Facility Preservation Fund. You are receiving this letter because you live on or near the course route. A map of the route is included for your information.

This year, the race will host as many as 2000 + participants. The race begins and ends at the Piedmont Exedra at 8:30 AM. There will be TOTAL STREET CLOSURES from 8:15 to 9:30AM along the entire race route. Once all runners have cleared a street/intersection, that portion of the course will reopen to automobile traffic.

Thank you in advance for your understanding and support of this community event. This is an enjoyable holiday tradition for the community and your participation in the 18th Annual Piedmont Turkey Trot is greatly appreciated.

Should you have any questions or concerns, do not hesitate to send us an email at piedmontturkeytrot@yahoo.com.

Thank you and trot on!

Piedmont Turkey Trot

Edna Cooper, Sydney Proctor, Teermatie Rampersad-Taylor, Chris Smith, Marilyn Weber and Lesley Zalewski

EVANSTON INSURANCE COMPANY
 CERTIFICATE NO.: 637078734020179774

**CERTIFICATE OF INSURANCE
 SPECIAL EVENT LIABILITY PROGRAM**

PRODUCER Alliant Insurance Services, Inc. in conjunction with Apex Insurance Services P. O. Box 6450 Newport Beach, CA 92658 License No: OC 36861	PUBLIC ENTITY (ADDITIONAL INSURED) City of Piedmont	
NAMED INSURED (EVENT HOLDER): Piedmont Turkey Trot 418 Blair Avenue Piedmont, CA 94611	EVENT INFORMATION: TYPE: <u>Marathons (Walking, Running, Etc.)</u> DATE(S): <u>11/28/2019</u> LOCATION: <u>Piedmont Exedra Plaza and Veterans Building</u> *Liquor Liability Yes <input type="radio"/> No <input checked="" type="radio"/> **Liquor Liability after 12 am ends before 2 am <input type="checkbox"/>	
This is to certify that the insurance policy listed below has been issued to the above insured named (event holder) for the policy period indicated. The insurance described herein is subject to all the terms, exclusions and conditions of such policy(ies) unless amended as described in Special Conditions.		
INSURANCE CARRIER: Evanston Insurance Company MASTER POLICY NUMBER: SEP41028 MASTER POLICY DATES: EFFECTIVE: January 01, 2019 EXPIRATION: January 01, 2020		
COMMERCIAL GENERAL LIABILITY General Aggregate Limit \$ 2,000,000 Products & Completed Operations 1,000,000 Personal & Advertising Injury 1,000,000 Each Occurrence Limit 1,000,000 Damage To Premises Rented To You (Any One Premises) 100,000 Medical Payments (Any One Person) 5,000 Liquor Liability (If purchased) 1,000,000 Optional Limits Purchased <input type="checkbox"/> \$1,000,000/\$3,000,000 <input type="checkbox"/> \$2,000,000/\$2,000,000 Property Damage (If purchased) No Property Damage Coverage	OCCURRENCE FORM	DEDUCTIBLE: NONE SPECIAL CONDITIONS: The following endorsements attached to the Master Policy do not apply to this Certificate Of Insurance: MEGL1643
The limits of insurance apply separately to each event insured by this policy as if a separate policy of insurance has been issued for that event.		
OTHER ADDITIONAL INSURED		
CANCELLATION: Should the above described policy be cancelled before the expiration date thereof, notice will be delivered in accordance with the policy provisions.		

Benny Albano

AUTHORIZED REPRESENTATIVE: _____

DATE ISSUED: 10/28/2019