



## CITY COUNCIL AGENDA ITEM

**To:** Mayor Graham and City Council

**From:** Ted Shekell, Planning Director  
Walter Denton, City Administrator

**Date:** March 15, 2010

**Subject:** Special Event Permit – Metro East Cycling “Bicycle Criterium Race” (MOTION)

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**List of committees that have reviewed:** The Community Development Committee reviewed this application at its March 8, 2010 meeting and recommended it for approval with a vote of 3-1.

### **Background:**

- Applicant: Steve Schmidt for Metro East Cycling
- Special Event Permit for a Bicycle Criterium Race
- Sunday, June 6, 2010
- 6:00am to 4:00pm
- Race would encircle the Community Park (0.9 mile loop starting and finishing in front of Katy Cavins Center).
- Several races will occur varying in time from 35 to 75 minutes.
- Minimum of 3 paid USA Cycling officials on staff
- Metro East Cycling will have approximately 50 volunteers on hand.
- Request to close to vehicle traffic the following roads: westbound lane of Hwy 50 from Hilgard to Park Drive (westbound traffic would drive in center turn lane), complete closure of Hilgard, Park, and 5<sup>th</sup> St. MEC will notify the affected residents. IDOT has indicated that closure of the westbound land of Hwy 50 is feasible.
  - Roads would be open only for bicycles, support vehicles for the race, and emergency vehicles. Residents would not be permitted access to these streets.
  - Hwy 50 bicycle lane would be separated from vehicle lanes by barricades.
  - 20 out of 25 residents along Parkview and Hilgard signed a petition to allow closure of the street in front of their house for the criterium race.
- Parking will be provided in Community Park, neighboring streets, and OTHS parking lots. OTHS has approved use of their parking lots.
- Special signage will be provided to direct attendees to race start and parking areas and to route traffic on Hwy 50.
- Anticipated attendance: 200 to 400 racers plus spectators.
- Insurance is provided under USA Cycling
- Portable toilet facilities will be provided.
- There will not be any vendors selling food, but there may be sponsors with free product giveaways.
- Event will be held rain or shine. In the event of rain, tents will be used for registration.

- Request for assistance from Streets, Police, Fire and EMS.

**Legal Considerations, if any:** None

**Budget Impact:** None

**Staff Review:** The Fire Department had no issues with the request. Public Works will charge the applicant for use of barricades. If assistance from Public Works goes beyond barricades, additional staffing will have to be discussed. The Police Department will charge the applicant \$1,380 for the criterium race, and will require that the organizers meet with police to plan for road closures, and they must provide the necessary traffic control devices (barricades, signs, pylons, etc). The Parks Department has concerns about limiting access to Community Park and the lost opportunity revenue for closing park amenities to the public, and they want to ensure that trash pickup, restroom cleanup, and security would be handled by the applicant.

If the City Council wishes to approve the event as proposed, staff recommends the following conditions:

1. The City of O'Fallon must be listed as an additional insured for the race.
2. Proof of written permission must be provided from IDOT to close the westbound lane of Hwy 50.
3. Applicant must notify all affected residents of road closures (Hilgard, Park, 5<sup>th</sup> St) at least 30 days in advance of the event and must post "No Parking June 6<sup>th</sup> 6:00am until 6:00pm" signs (provided by Police) along Park and Hilgard 7 days in advance of the event.
4. Lost Opportunity Revenue from will have to be repaid for closing all park amenities (KCCC, pavilion rental). This must be coordinated with the Parks Department.
5. A Parks Special Event permit is required.
6. Provide a maintenance plan indicating who will be cleaning up, providing paper supplies for the rest rooms, etc. A small dumpster may also be necessary.
7. Applicant will install orange temporary fencing around the children's park.