


Agenda Report Reviewed by:
City Manager: 

CITY OF SEBASTOPOL
CITY COUNCIL
AGENDA ITEM

Meeting Date: July 6, 2021
To: Honorable Mayor and City Councilmembers
From: Police Chief Kevin Kilgore
City Administration
Subject: Approval of Resolution authorizing the closure of Main Street during the 2021 Apple Blossom, Saturday, September 18, 2021.
Applicant: Sebastopol Area Chamber of Commerce, Linda Collins, Executive Director
Recommendation: That the City Council Approve the Resolution
Funding: Currently Budgeted: _____ Yes _____ No XX N/A

Account Code/Costs authorized in City Approved Budget (if applicable) AK (verified by Administrative Services Department)

INTRODUCTION/PURPOSE:

This item is to request that the City Council Consider and Approve the Request from the Sebastopol Area Chamber of Commerce for Approval of Resolution authorizing the closure of Main Street during the 2021 Apple Blossom Parade, Saturday, September 18, 2021.

BACKGROUND:

Each year, the Chamber of Commerce requests from the City of Sebastopol approval for the closure of Main Street for the Apple Blossom Parade and the use of the High Street Parking Lot for the Apple Blossom Festival and requests the Department of Transportation grant permission to hold a parade on Main Street, State Highway Route 116 (04-Son-116) between Healdsburg Avenue and Calder Avenue from 9:30 am to 1:00 pm on Saturday (day of the Parade).

This year due to COVID restrictions, the Chamber is requesting only the closure of the State Highway for the Parade. A festival will not be held this year.

DISCUSSION:

The Annual Apple Blossom Parade will be held on Saturday, September 18, 2021. For this event, the Sebastopol Area Chamber of Commerce has requested permission for the following:

- Permission from the City Council to close Main Street to hold the parade on Saturday, September 18, 2021; The Chamber will be required to obtain a City Encroachment Permit from the Public Works Department and meet all City insurance requirements.

PUBLIC COMMENT:

As of the writing of this staff report, the City has not received any public comment. However, staff anticipates receiving public comment from interested parties following the publication and distribution of this staff report. Such comments will be provided to the City Council as supplemental materials before or at the meeting. In addition, public comments may be offered during the public comment portion of the agenda item.

PUBLIC NOTICE:

This item was noticed in accordance with the Ralph M. Brown Act and was available for public viewing and review at least 72 hours prior to schedule meeting date.

FISCAL IMPACT:

There is no fiscal cost associated with approval of this tonight.

RECOMMENDATION:

That the City Council approve the Request the Sebastopol Area Chamber of Commerce for Approval of Resolution authorizing the closure of Main Street-during the 2021 Apple Blossom Parade, Saturday, September 18, 2021.

Attachments:

Letter from Chamber
Resolution



May 27, 2021

Larry McLaughlin
City Manager
P.O. Box 1776
Sebastopol, CA 95473

Re :Apple Blossom Parade September 18, 2021

Dear Mr. McLaughlin,

The Sebastopol Chamber of commerce and Visitors Center does hereby request permission for the following items regarding the Apple Blossom Parade.

Permission to hold the parade on Saturday, September 18, 2021 on Main Street from 10am to 12 pm. We will file the appropriate encroachment papers with Cal Trans through the Police Department.

We will continue to work closely with City Hall, the Police, Fire and Public Works Departments. We will also provide the City with the insurance certificate naming the city of Sebastopol as additionally insured. If you have questions, please do not hesitate to call us at (707) 823-3032.

Thank you for your consideration of the above requests.

Sincerely,

Linda Collins
Executive Director

Paul Butkus
Board President

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEBASTOPOL
APPROVING THE CLOSURE OF MAIN STREET (STATE HIGHWAY 116) AND
REQUESTING THAT THE STATE HIGHWAY BE CLOSED FOR A PARADE ON SATURDAY, SEPTEMBER 18, 2021
FOR THE 2021 APPLE BLOSSOM FESTIVAL

WHEREAS, the Sebastopol Area Chamber of Commerce has requested the Council to designate Saturday, September 18, 2021 for the Apple Blossom Parade and to procure necessary approval to allow a parade to be held and conducted on September 18, 2021, by said Chamber upon MAIN STREET (STATE HIGHWAY 116); and

WHEREAS, the Sebastopol Area Chamber of Commerce has requested that Main Street, between Healdsburg Avenue and Calder Avenue, be closed for the annual Apple Blossom Parade; and

WHEREAS, the City Council of the City of Sebastopol finds that that it is in best interest of the community and the City that the annual Apple Blossom Parade proceed.

NOW, THEREFORE, IT IS HEREBY DETERMINED AND ORDERED AS FOLLOWS:

1. Sebastopol City Council grants permission to the Sebastopol Area Chamber of Commerce to hold and conduct a parade (Apple Blossom Parade) on Saturday, September 18, 2021; and
2. Sebastopol City Council requests the Department of Transportation grant permission to hold a parade on Main Street, State Highway Route 116 {04-Son-116} between Healdsburg Avenue and Calder Avenue from 10:00am to 1:00pm on Saturday, September 18, 2021; and
3. The Council does hereby order that the Sebastopol Area Chamber of Commerce work with the Sebastopol Police and Sebastopol Public Works Departments for control or detour of public traffic as may be necessary for the safe and expeditious movement of public traffic and for the safety of the participants in the parade; and
4. That certified copies of this resolution, together with other necessary transmittal documents, are directed to be forwarded to the Department of Transportation of the State of California.

IN COUNCIL DULY PASSED, APPROVED, and ADOPTED this 6th day of July, 2021.

VOTE:

Ayes:

Noes:

Abstain:

Absent:

APPROVED: _____
Mayor Una Glass

ATTEST: _____
Mary Gourley, Assistant City Manager/City Clerk, MMC

APPROVED AS TO FORM: _____
Larry McLaughlin, City Attorney
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