




DATE SUBMITTED: DECEMBER 16, 2021
 SUBMITTED BY: E HALLER
 DATE ACTION REQUIRED: JANUARY 5, 2022

COUNCIL ACTION (X)
 PUBLIC HEARING REQUIRED ()
 RESOLUTION ()
 ORDINANCE 1ST READING ()
 ORDINANCE 2ND READING ()
 CITY CLERK'S INITIALS em

**IMPERIAL CITY COUNCIL
 AGENDA ITEM**

SUBJECT: DISCUSSION/ACTION: SUNRUNNERS CAR CLUB ANNUAL CARNE ASADA RUN CAR SHOW 1. AUTHORIZATION OF SUNRUNNERS CAR CLUB TO HOST ITS ANNUAL CARNE ASADA RUN CAR SHOW AT EAGER PARK ON MARCH 19, 2022; 2. AUTHORIZATION OF PARTIAL STREET CLOSURES AFFECTING THE FOUR STREET INTERSECTIONS ADJACENT TO EAGER PARK.	
DEPARTMENT INVOLVED: COMMUNITY SVCS, PUBLIC SERVICES, PARKS, POLICE, FIRE, ADMIN SVCS	
BACKGROUND/SUMMARY: Sunrunners Car Club has submitted a special event application to host its Annual Carne Asada Run Car Show at Eager Park on Saturday, March 19, 2022. The event is scheduled to take place from 10:00 AM until 3:00 PM with set-up starting at 6:00 AM and clean-up to be completed by 5:00 PM. The car club has hosted its annual car show at Eager Park since 2013. It is requested to close the four street intersections at Eager Park which includes West 9 th , West 10 th , G and H Streets. The requested closure time for the streets along the perimeter of Eager Park is 6:00 AM until 4:00 PM. City of Imperial will provide barricades and staff to conduct street closure. City will track cost and Sunrunners Car Club has agreed to pay the cost associated with the street closure. Sunrunners Car Club has provided an Emergency Operational Plan for the event and a Certificate of Insurance naming the City of Imperial as additionally insured. The application has been reviewed and approved by the Special Events Committee. Attached is the special event application, site plan, certificate of liability insurance, and emergency operation plan.	
FISCAL IMPACT: There is no significant fiscal impact.	FINANCE INITIALS 
STAFF RECOMMENDATION: It is the department's recommendation to approve Sunrunners' Car Club to host its Annual Carne Asada Run Car Show at Eager Park on Saturday, March 19, 2022 from 10:00 AM until 3:00 PM and authorize the partial street closures at the intersections of "G" Street and 10 th Street, "H" Street and 10 th Street, "G" Street and 9 th Street, and "H" Street and 9 th Street.	DEPT. INITIALS 
MANAGER'S RECOMMENDATION: <p style="text-align: center;"><i>approve</i></p>	CITY MANAGER'S INITIALS 
MOTION: SECONDED: APPROVED () REJECTED () AYES: DISAPPROVED () DEFERRED () NAYES: ABSENT: REFERRED TO:	



City of Imperial

\$ _____ Application Fee

SPECIAL EVENT APPLICATION

PROPOSED SITE PLAN MUST BE INCLUDED WITH APPLICATION

Event Location: <u>Eager Park Imperial CA</u>		
Event Name: <u>Come Asada Run Car Show</u>	Date(s) of Event (Days/Dates): <u>March 19th 2022</u>	
Set-Up Time: <u>6:00 Am to 10:00 Am</u>	Program Time: <u>10:00 Am to 3:00 pm</u>	Clean-Up Time: <u>3:00 pm to 6:00 pm</u>
Group/Organization: <u>Sunrunners Car Club of the Imperial Valley</u>		
Contact Person: <u>michael Taylor</u>	Alternate Contact Person: <u>Oscar Pemberton</u>	
Address: <u>1770 King Rd</u>	Address: <u>489 Willard Ave</u>	
City & Zip Code: <u>Holtville 92250</u>	City & Zip Code: <u>Brawley 92227</u>	
Phone: <u>760 356-2173</u>	Cell Phone: <u>760 356-0627</u>	Phone: <u>—</u> Cell Phone: <u>760 427-6116</u>
Email Address: <u>mikeT5289@gmail.com</u>	Email address: <u>Pops49er@yahoo.com</u>	

Anticipated Total Event Attendance: 300

Event Description (Please describe purpose of event and activities):
Classic Car Show with music and announcer

What Assistance is requested from the City? Placement of barricades for street closure. Placement of steel plate on curb. Use of park restrooms

Is event open to public? YES NO If Yes, please describe accessible toilets & hand wash stations: Park restrooms & portable restrooms w/ hand stations

Will admission fee be charged? YES NO If Yes, please provide fee amount charged: _____

Will food/beverages be sold? YES NO If Yes, will a temporary food facility permit be obtained? YES NO

Will alcohol be served? YES NO If Yes, will an ABC permit be obtained? YES NO

Will other items be sold? YES NO If Yes, number of vendors: _____ (Please attach list of all vendors)

Will security be provided? YES NO Will there be any sound amplification? YES NO

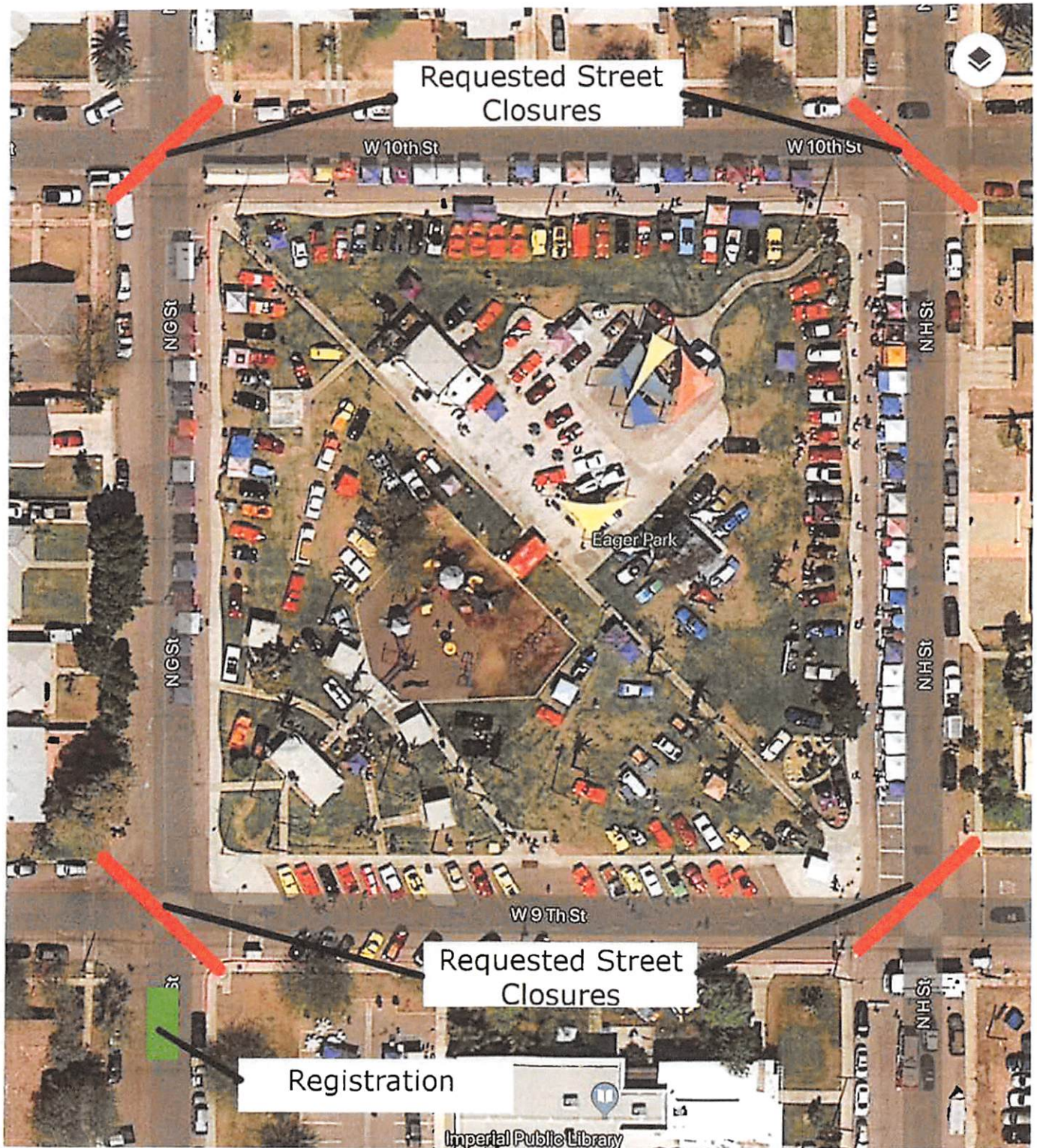
Describe parking/traffic plan: See event map

EVENT AGREEMENT

I/We hereby certify that we shall be personally responsible, on behalf of our group/organization, for any damage or abuse of buildings, grounds, fields, equipment, or other facilities through the use of said premises by our group/organization. I/We agree to indemnify, hold harmless, defend and reimburse the City, its officers, employees, volunteers and agents from any liability, damage, penalty, expense or loss of any nature, including but not limited to, liability for injury to or death of persons, or damage to property arising out of or in connection with the event or approximately caused by the negligent or intentional act or omission of the applicant, or any person who is under the applicant's control. I/We agree to abide by and enforce the rules and regulations of the City of Imperial.

Signature of Applicant: [Signature] Date: 11-17-2021

FOR OFFICE USE ONLY		
Date Received/Initials:	Applicant Contacted:	SPECIAL EVENTS COMMITTEE
DOCUMENT CHECKLIST	ADDITIONAL REQUIREMENTS	Emailed to Committee <u>11-19-2021</u>
Site Map <input type="checkbox"/> Rec'd _____ <input type="checkbox"/> N/A	Business License <input type="checkbox"/> N/A <input type="checkbox"/> Rec'd	COMMITTEE REVIEW DATE:
Insurance <input type="checkbox"/> Rec'd _____ <input type="checkbox"/> N/A	Vendor List <input type="checkbox"/> N/A <input type="checkbox"/> Rec'd	Police <u>12-16-2021</u>
Property Approval <input type="checkbox"/> Rec'd _____ <input type="checkbox"/> N/A	Health Permit <input type="checkbox"/> N/A <input type="checkbox"/> Rec'd	Fire <u>12-16-2021</u>
Fees Due <input type="checkbox"/> Rec'd _____	ABC License <input type="checkbox"/> N/A <input type="checkbox"/> Rec'd	Public Works <u>12-16-2021</u>
Receipt # _____	Security <input type="checkbox"/> N/A <input type="checkbox"/> Rec'd	Community Development <u>12-16-2021</u>
Notes:		Administrative Services <u>12-16-2021</u>
		Event Approved <u>12-16-2021</u>



Sunrunners Car Club 36th Annual Carne Asada Run

Event Map

Event Date: 3/19/2022

Location: Eager Park, Imperial CA



SANDIEG-27

JWARRINGTON

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
11/17/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER J.C. Taylor Insurance 320 South 89th Street Upper Darby, PA 19082	CONTACT NAME: JTW	
	PHONE (A/C, No, Ext): (800) 345-8290	FAX (A/C, No):
E-MAIL ADDRESS:		
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A: Sentinel Insurance Company, Ltd		11000
INSURER B:		
INSURER C:		
INSURER D:		
INSURER E:		
INSURER F:		

INSURED

San Diego Association of Car Clubs
 c/o Nick Condos
 P.O. Box 601384
 San Diego, CA 92160

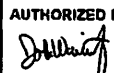
COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GENL AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:	X		39SBAAE1518	1/1/2021	1/1/2022	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 2,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COM/PO/AGG \$ 4,000,000
A	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			39SBAAE1518	1/1/2021	1/1/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						<input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE EACH OCCURRENCE \$ AGGREGATE \$
	<input type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY <input type="checkbox"/> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/EMBER EXCLUDED? (Mandatory in RI) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N	N/A			<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Sunrunners Car Club of Imperial Valley
 35th Annual Carne Asada Run Car Show
 March 19, 2022
 LOC: Eager Park
 8th and G St.
 Imperial, CA 92251
 City of Imperial is listed as Additional Insured with respect to Liability.

CERTIFICATE HOLDER City of Imperial 420 S Imperial Ave Imperial, CA 92251	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

Emergency Operational Plan
for the
Sunrunners Car Club of Imperial Valley
36th Annual Carne Asada Run Car Show
Event Date: 3/19/2022

Event Point of Contact

The point of contact for this event shall be:

Oscar Pemberton, Club President
Cell Phone: 760-427-6116

The alternate point of contact for this event shall be:

Michael Taylor
Cell Phone: 760-356-0627

Emergency Communication Plan

In the event of an emergency, the event point of contact (or alternate) shall call 9-1-1 by using his cell phone to notify emergency personnel of the emergency. The event point of contact can be located at the club raffle table located at the south west gazebo of the park or by calling his cell phone. The on-site music disk jockey can also page the event point of contact using the public address system at his disposal.

Emergency Evacuation Plan

In the event of an emergency requiring evacuation of the area, the public will be directed to exit the park to the south and gather across 9th street in front of the Imperial Public Library. The on-site music disk jockey will use the public address system to announce the evacuation and route as needed.



**Emergency Evacuation Route
and shelter location**

Shelter Location

On-site Police and Fire/Emergency Services

It is not anticipated that on-site Police or Fire/Emergency services will be needed for this event.