



**TO:** Mayor and Council Members  
**FROM:** Claire Goodwin on behalf of Council Member Hunter  
**COPY:** City Clerk  
**SUBJECT:** **Resolution Authorizing the Use of City Council Contingency Funds for Traffic Control Devices for the 2019 6<sup>th</sup> Avenue Santa Parade – November 5, 2019**  
**DATE:** October 30, 2019

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**SUMMARY:**

Resolution authorizing the use of up to \$5,000 from the City Council Contingency Funds to cover the costs of traffic control devices for the Annual 6<sup>th</sup> Avenue Santa Parade; and, directing the City Manager to confirm deliverables for the funding commitment.

**COUNCIL SPONSORS:**

Mayor Woodards and Council Members Blocker, Hunter, and Ushka

**STRATEGIC POLICY PRIORITY:**

By supporting economic and community events in the Neighborhood Business Districts, this resolution best aligns with the City Council Strategic Policy Priority to: Cultivate a vibrant cultural sector that fosters a creative, cohesive community.

**BACKGROUND:**

When a Special Event produced by our community partners requires a street closure, the City-issued Special Event Permit dictates the number of traffic control devices required through an approved Traffic Control Plan. The event producers are responsible for acquiring barriers and the associated costs.

The Santa Parade is a successful annual event in the 6th Avenue Business District which requires a Special Event Permit that dictates the number of traffic control devices required for its approved Traffic Control Plan. The parade route starts at State Street and 6th Avenue and ends at Alder Street and 6th Avenue and requires numerous traffic control devices. This year's Santa Parade is scheduled for Sunday, December 8.

The City Council approved a Resolution in 2018 for Council Contingency Fund support for the same traffic control devices needed for this annual event. The requested expenditure for up to \$5,000 of Council Contingency Funds is intended to support the cost of traffic control devices for the 2019 Santa Parade. Going forward, after this year, the event organizers will need to ensure that the expense for traffic control devices is adequately budgeted.

At the October 29, 2019 Study Session, Council Member Hunter shared a Council Consideration Request seeking a consensus to move the resolution forward for City Council consideration.



**ISSUE:**

The costs associated with traffic control devices are often a barrier for event producers. Because of the economic and community development benefits of these events, it is in the best interests of the City to provide financial assistance for the rental of traffic control devices for key events so they can continue to take place. In order to authorize the use of the City Council Contingency Funds for this purpose, a resolution must be adopted.

**ALTERNATIVES:**

The 6<sup>th</sup> Avenue Business District could be responsible for the costs associated with the traffic control devices.

**RECOMMENDATION:**

City Council approval of a resolution to use up to \$5,000 of City Council Contingency Funding for costs associated with traffic control devices for the 2019 6th Avenue Santa Parade on December 8<sup>th</sup>; and, directing the City Manager to confirm deliverables for the funding commitment, which is paid after the event.

**FISCAL IMPACT:**

**EXPENDITURES:**

| FUND NUMBER & FUND NAME *     | COST OBJECT (CC/WBS/ORDER) | COST ELEMENT | TOTAL AMOUNT      |
|-------------------------------|----------------------------|--------------|-------------------|
| 1030 Council Contingency Fund | 660000                     | 5310100      | \$5,000.00        |
|                               |                            |              |                   |
|                               |                            |              |                   |
| <b>TOTAL</b>                  |                            |              | <b>\$5,000.00</b> |

\* General Fund: Include Department

**REVENUES:**

| FUNDING SOURCE                | COST OBJECT (CC/WBS/ORDER) | COST ELEMENT | TOTAL AMOUNT      |
|-------------------------------|----------------------------|--------------|-------------------|
| 1030 Council Contingency Fund | 660000                     | 6311010      | \$5,000.00        |
|                               |                            |              |                   |
|                               |                            |              |                   |
| <b>TOTAL</b>                  |                            |              | <b>\$5,000.00</b> |

**FISCAL IMPACT TO CURRENT BIENNIAL BUDGET: \$5,000.00**

**ARE THE EXPENDITURES AND REVENUES PLANNED AND BUDGETED?** Yes

**IF EXPENSE IS NOT BUDGETED, PLEASE EXPLAIN HOW THEY ARE TO BE COVERED.**

N/A