

Introduced by _____ Council Bill No. R 158-13

A RESOLUTION

authorizing an operations agreement with Thumper Productions, LLC for the 2013 Roots 'N Blues 'N BBQ Festival.

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF COLUMBIA, MISSOURI, AS FOLLOWS:

SECTION 1. The City Manager is hereby authorized to execute an operations agreement with Thumper Productions, LLC for the 2013 Roots 'N Blues 'N BBQ Festival. The form and content of the agreement shall be substantially as set forth in "Attachment A" attached hereto and made a part hereof as fully as if set forth herein verbatim.

ADOPTED this _____ day of _____, 2013.

ATTEST:

City Clerk

Mayor and Presiding Officer

APPROVED AS TO FORM:

City Counselor

OPERATIONS AGREEMENT

RBBQ Festival – Stephens Lake Park September 20-22, 2013

This Agreement is entered into on this _____ day of _____, 2013 between the City of Columbia, Missouri (“City”) and Thumper Productions, LLC (“Thumper Entertainment”).

The parties agree to the following provisions for the operation of the 2013 Roots ‘N Blues ‘N Barbecue Festival:

1. Approval is given to Thumper Entertainment to utilize Stephens Lake Park for the 2013 Roots ‘N Blues ‘N BBQ Festival (hereinafter the “Festival”) from September 20 – September 22, 2013, subject to the restrictions and conditions set forth in this Agreement.
2. Set-up for the event may occur beginning at 8:00 a.m. on Wednesday, September 18, 2013. All tents, port-a-johns, and other temporary structures used for the Festival shall be removed and other clean-up completed by 5:00 p.m. Monday, September 23, 2013. All areas of the park outside of fenced Festival area shall remain open to the public
3. Thumper Entertainment shall comply with the festival layout set forth in the Festival - Technical Map, marked “Exhibit A,” which is attached to and made a part of this agreement.
4. Thumper Entertainment shall comply with the Traffic Management Plan, marked “Exhibit B,” the Parking Plan, marked “Exhibit C,” and the Shuttle Plan, marked “Exhibit D.”
5. Thumper Entertainment is allowed to provide shuttle drop-off at the Riechmann Pavilion parking area conditioned upon Thumper Entertainment providing ambulance service during all hours participants are on-site, including strict hold harmless and indemnification language in the contract agreement to cover claims against the City of Columbia, and incorporating a one-way traffic management system, marked “Exhibit E.” Thumper Entertainment shall submit a plan one-way traffic management system no later than ten (10) business days prior to the Festival. The plan shall address the need for “exit lighting” at the conclusion of each day’s activities.
6. Thumper Entertainment has requested permission to sell alcoholic beverages as part of the concessions operations. All sales of alcohol at the Festival shall comply with the following provisions:
 - a. Alcoholic beverages shall be sold at the five (5) soda and bar stations shown on the Festival - Technical Plan; beer hawkers will be allowed to sell in the designated open container area.

- b. Alcohol sales are limited to two (2) alcoholic beverages per sale.
- c. Pouring of alcoholic beverages into anything other than the cup intended for the beverage is prohibited.
- d. Alcoholic beverages shall not be sold or served in bottles or glass containers. Alcoholic beverages shall be sold or served only in clear, plastic and commemorative cups or cans. Alcoholic and non-alcoholic beverages shall be served in containers that are distinctively different from each other.
- e. Bartenders and Festival staff are responsible for insuring that ID's are checked before the issuance of wrist bands.
- f. Intoxicated individuals will not be served.
- g. Alcoholic beverages shall be served only at the following times: Friday, September 20, 2013 from 6:30 p.m., or when public safety personnel have declared the perimeter is secure, whichever is first, until 11:00 p.m.; Saturday, September 21, 2013 from 12:00 noon until 11:00 p.m.; and Sunday, September 22, 2013 from 12:00 noon until 8:00 p.m.
- h. All servers and event staff in the alcohol sales area are required to attend training offered by the Columbia Police Department on alcohol awareness and the restrictions listed above.
- i. Thumper Entertainment shall provide and keep in place signs at all bar stations stating: "ID Required – No More than 2 Drinks per Sale – Alcohol Sales End at 11:00 p.m. or 8:00 p.m. (Sunday)."

The alcoholic beverage sales shall immediately be halted for noncompliance with any of the above listed conditions. The Columbia Police Department shall enforce these conditions and will require closure of all bar stations upon determining that any condition has been violated.

- 7. Thumper Entertainment is authorized to charge admission to the fenced Festival area. The ticketed area will be distinguished from the remainder of the park by fencing around its perimeter. Perimeter of fenced Festival area shall be secured with a combination of fencing types including chain link fencing, four-foot tall orange fencing, and/or four-foot tall bike barricades.
- 8. Per City ordinance, the City's ticketed special event fee shall be charged for use of the park for this event. The ticketed special event fee includes two components: a reservation fee to reserve the parkland for use by the Festival and a participant fee per each ticket sold. The reservation fee is \$100.00 per acre for the total area of parkland reserved for restricted access for those purchasing tickets to attend the Festival. The participant per ticket fee shall be calculated based on total ticket sales for the event. The

fee is \$1.00 per each \$20.00 or less ticket sold and \$2.00 per ticket costing \$21.00 or more.

The participant per ticket fee based on actual number of tickets sold as verified by ticket audit shall be due within ten (10) days following the date of the event. Payment of fees shall be coordinated with Parks and Recreation Department administrative offices (874-7460) and paid no later than thirty (30) days following the event.

City of Columbia reserves the right to request an audit of ticket sales at any time during pre-sale or after the event.

9. Amplified music is permitted at the Festival but must be kept to reasonable levels. A Sound Amplification Equipment Registration Form is required from the Columbia Police Department, 600 East Walnut, (573) 442-6131.
10. Signs and banners promoting the event may only be displayed in the park on the days of the event. All such signs and banners shall be temporary and shall be removed from the park upon completion of the event. Signage to be placed outside of park area (i.e., streets) shall be outlined in a signage plan to be submitted by the applicant to the City no later than ten (10) business days prior to the Festival. Signage outside of park area shall comply with the City's sign ordinance.
11. Thumper Entertainment shall submit a Concessions/Vendor Plan for review and approval by City staff. The Plan shall identify the type of concession equipment to be used including portable concession trailers, tents, generators, grills, fryers, etc. The Plan shall include a site map indicating the location of concession facilities, identification of vendors, and shall outline plans for disposal of any waste generated by vendor operations.

Any ashes resulting from the use of portable charcoal grills are to be removed from the park. There is absolutely no dumping of the ashes on the grass or grounds of the park. All grease, frying oil, and other waste products resulting from vendor operations must be removed from the park. Thumper Entertainment is responsible for addressing these issues as part of the overall trash/recycling plan.

12. Thumper Entertainment shall provide City with information as to the number, size, and location of portable generators to be used at the Festival. Location of generators shall be shown on the Concessions/Vendor Plan.
13. Thumper Entertainment shall obtain the following insurance in connection with the Festival:
 - a. Thumper Entertainment shall take out and maintain during the Festival Employers' Liability and Workers' Compensation insurance for all of its employees and volunteers working in connection with the Festival. Workers' Compensation coverage shall meet Missouri statutory limits. Employers'

Liability limit shall be \$500,000.00 each employee, \$500,000.00 each accident, and \$500,000.00 policy limit.

- b. Thumper Entertainment shall take out and maintain for the Festival such Comprehensive General Liability insurance as shall protect it from claims for damages for personal injury including accidental death as well as from claims for property damage which may arise from festival operations, whether such operations be by itself or by anyone directly or indirectly employed or otherwise working for it. The amount of insurance shall be not less than \$2,000,000.00 combined single limit for anyone occurrence covering both bodily injury and property damage, including accidental death.
 - c. Thumper Entertainment shall maintain for the Festival Automobile Public Liability insurance in an amount not less than \$2,000,000.00 combined single limit for any one occurrence covering bodily injury, including accidental death and property damage, to protect itself from any and all claims arising from the use of motor vehicles operated by it in connection with the Festival.
 - d. To the fullest extent not prohibited by law, Thumper Entertainment shall indemnify and hold harmless the City of Columbia, its officers, agents and employees from and against all claims, damages, losses and expenses (including but not limited to attorneys' fees) arising by reason of any act or failure to act, negligent or otherwise, of Thumper Entertainment, of anyone directly or indirectly employed by or otherwise working for Thumper Entertainment, or of anyone for whose acts Thumper Entertainment may be liable, in connection with the Festival. This provision does not, however, require Thumper Entertainment to indemnify, hold harmless, or defend the City of Columbia from City's own negligence.
 - e. No later than August 31, 2013, Thumper Entertainment shall furnish City with a certificate of insurance that names City as an additional insured in the amounts required in this agreement and that requires a 30-day mandatory cancellation notice.
14. Approval to hold this event does not authorize the parking or placement of any vehicles other than performance stages, tents, and concession operations on park property outside of designated parking areas. Vehicles utilized for Festival set-up shall be the only vehicles allowed on the grass outside of any designated parking area. All vehicles, including those of event staff and volunteers, with the exception of event set-up are to remain on paved roads and/or designated parking areas.
15. Thumper Entertainment shall provide portable toilets for the event as noted in the park special use application. Toilets shall be placed in locations agreed to by event sponsor and park staff. Toilets will be removed from park by 5:00 p.m. on Monday, September 23, 2013.

Thumper Entertainment agrees to provide portable restrooms meeting ADA accessibility guidelines and to locate such toilets so as they can be accessed via an accessible route in accordance with ADA regulations.

16. Thumper Entertainment shall submit a plan for review and approval by City staff detailing procedures to be used for the management of trash, recycling, and the clean-up of the park after the event. A deposit of \$1,000.00 is required for performance clean-up/damages. This deposit is refundable upon conclusion of the event if no significant clean-up or repair of damage to park facilities is required.

Thumper Entertainment shall be responsible for the actual costs of repair, in excess of the \$1,000.00 deposit, if set-up/operation results in significant damage to turf.

17. Thumper Entertainment shall submit a Security Plan for review and approval by City staff no later than ten (10) business days prior to the Festival.
18. Thumper Entertainment shall provide a Severe Weather/Emergency Shelter Plan to outline procedures to be implemented in the event of severe weather occurring during the event no later than ten (10) business days prior to the Festival.
19. Thumper Entertainment shall work with the Columbia Fire Department to have Fire and Emergency resources pre-staged on site during the operating hours of the Festival
20. Thumper Entertainment shall provide City with a plan to ensure Festival is accessible in accordance with the City of Columbia Special Event ADA Awareness Information as set forth in "Exhibit F" no later than ten (10) business days prior to the Festival.
21. Thumper Entertainment shall provide security, identification checking, emergency medical resources, fencing, and signage for the Festival. Thumper Entertainment shall be responsible for compliance with the Operations Agreement regardless of the failure of any third party to fulfill its obligations or promises to Thumper Entertainment.
22. Thumper Entertainment shall secure all necessary City permits required in connection with the Festival.
23. Thumper Entertainment shall provide 300 weekend tickets to the City free of charge. These tickets shall be delivered to the City Manager's Office no later than August 20, 2013. Estimated staffing costs for public safety will be waived. Value of donated tickets totals \$22,500.00.
24. City shall provide trash and recycling services for the Festival in accordance with "Exhibit G," which is attached to and made a part of this agreement. Thumper Entertainment shall provide all items as shown in "Exhibit G," namely five (5) gators with on-site fueling, t-shirts for city refuse team and volunteer Green Team members for Saturday and Sunday morning cleanup activities. Thumper Entertainment shall pay

City Nine Thousand Five Hundred Fourteen Dollars and Ninety-two Cents (\$,9514.92) for trash and recycling services.

IN WITNESS WHEREOF, the parties have executed this agreement on the day and year first above written.

CITY OF COLUMBIA, MISSOURI

By: _____
Mike Matthes, City Manager

ATTEST:

Sheela Amin, City Clerk

APPROVED AS TO FORM:

Nancy Thompson, City Counselor

THUMPER PRODUCTIONS, LLC

By: _____

ATTEST:

The Roots N Blues N BBQ Festival - Technical Map

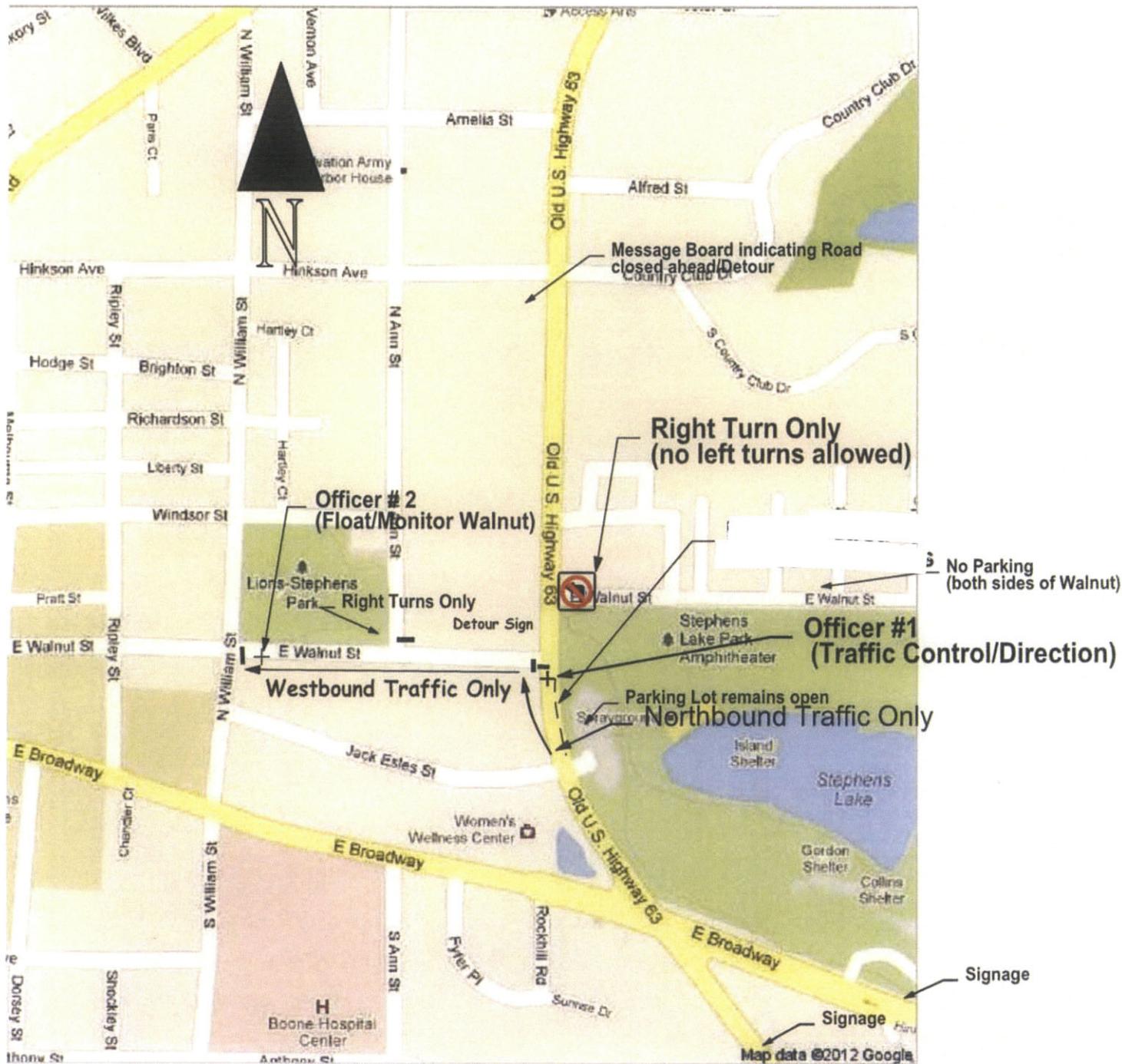
Presented by U.S. Cellular®



scale



- VIP Lounge
- Merchandise
- Stage
- Shuttle Drop-off
- Restrooms
- Food Vendors (15-20)
- Soda & Bars
- Ticketed Entrance
- 6' Fencing
- Snow Fencing
- Barricades



Roots N Blues 2013 Traffic Plan B Sgt. Curtis Perkins

2013 Roots N Blues N BBQ Festival- Parking Plan

edited 6/17/2013- subject to change

District Parking Garages (5)

1,882 spaces

x ½ for RNB fans = 941 spaces

x 3 per car = 2,823 fans

District Metered Street Parking

1,683 spaces

x ½ for RNB fans = 842 spaces

x 3 per car = 2,526 fans

District Parking Lots

138 spaces

x ½ for RNB fans = 69 spaces

x 3 per car = 207 fans

Reichmann Pavilion Lot- ADA parking only

80 ADA spaces (60 spaces allowing for ADA Vans)

x 2 per car = 120 fans

5,556 fans parking downtown- primarily local fans

120 ADA fans parking at Reichmann- primarily local fans

4,000 fans parking at hotels- out of town fans

500 fans walking/biking- primarily local fans

= 10,176 fans

(We expect around 10,000 fans at any one time)

CONFIRMED ALTERNATE OPTIONS:

(will be used for additional parking depending on ticket sales)

BreakTime headquarters- potentially part of sponsorship

135 spaces

x 3 per car= 405 fans

3 ADA

x 2 per car= 6 fans

ADDITIONAL ALTERNATE OPTIONS:

Columbia Orthopedic Group

368 spaces

x 3 per car = 1,104 fans

27 ADA

x 2 per car = 54 fans

Missouri Cancer Associates

OTHER POSSIBILITIES:

Howe

Lucky Foods (Osco)

Between the park and Westlakes on old 63

Hathman Village parking lot

Stephens College

Remaxx

RESEARCH:

10,000 fans expected at any point during the festival

40% out-of-town fans- park at their hotels and ride the shuttle (roughly 4,000)

5% local fans- walk or ride bikes (roughly 500)

55% local fans- park downtown and ride the shuttle (roughly 5,500)

1. <http://www.epa.gov/oms/stateresources/policy/transp/tcms/events.pdf>

"Auto occupancy was assumed to be 3.5 persons per vehicle, a range which is quoted as being typical for major events of this type"

2. http://ops.fhwa.dot.gov/publications/fhwaop04010/chapter5_03.htm

For events with similar attendance, around 3 people travel per car.

San Fransico- 41,000 capacity: 2.8 per car

San Diego- unknown capacity: 3.0-3.1 per car

Denver- 76,000 capacity: 3.0 per car

Other modes of transport (including bike and taxi) make up 3-6%

3. <http://www.gocolumbiamo.com/PublicWorks/Parking/AboutParkingDowntown.php>

"There are five multi-level parking garages in downtown Columbia. The five facilities have a total of 1,882 parking spaces... the city has 10 additional off-street surface lots in the downtown business district available. These offer a total of 535 off-street parking spaces; 138 of those off-street spaces are metered parking... 1,683 meters on-street."

The Roots N Blues N BBQ Endless Shuttle

Edited 6/17/2013

SHUTTLE STOPS

FESTIVAL SHUTTLE STOP- All Shuttles

Riechmann Pavilion Parking Lot

DOWNTOWN SHUTTLE STOPS- Route 1 (6 school buses)

8th & Walnut Garage

5th & Walnut Garage

6th & Cherry Garage

8th & Cherry Garage

10th & Cherry Garage

HOTEL SHUTTLE STOPS- Routes 2 & 3 (1 school bus per route)

Holiday Inn Executive Center

Budget Host Inn

Hampton Inn

Hampton Inn & Suites

Courtyard Marriott

Stoney Creek Inn

INFO & PLAN

Festival organizers will provide round trip shuttles between the Riechmann Pavilion and designated parking locations.

First Student will provide 8 school buses to be used. Each bus seats around 80 passengers. There will be at least 1 ADA bus running the garage route.

All shuttles begin operating at half an hour before the festival gates open. Shuttles will operate until all patrons have been transported from the Park.

\$5 for a weekend shuttle pass—passes available online, at BN box office, on mobile app, at ticket gate, at all shuttle stops, and in hotels. Fans will trade in their ticket for the Unlimited Endless Shuttle Pass Card.

Buses will be equipped with radio communication.

Police and festival personnel will be on-site directing traffic and shuttle buses.

Traffic workers equipped with radio communication and traffic control signs (stop/slow) will be present to radio buses in and out of the Riechmann parking lot to ensure traffic is one-way at a time on Walnut along the park. Buses will enter North on Old 63, with all one-way traffic. Entering shuttle stopping point will be on the far-right lane of Old 63 North next to the park. Stopping point will be clearly marked with signage as a bus stopping zone.

Exiting Buses will be directed to stop and wait till shuttles have cleared before leaving the Riechmann parking lot. Buses will exit Walnut to the right, entering the Northbound traffic.

Buses will be stopped and temporarily pulled onto side streets of Walnut in case of emergency vehicle passage.

MARKETING

Fans can easily find all shuttle information online at rootsnbluesnbbq.com

Shuttle Poster & Shuttle Map Pocket Card/Pass

“How to get to the festival” video produced by Thumper Interns

Outreach to fans & ticket buyers- eblasts, posts on FB & social media

Media Partner assistance in educating fans about shuttles

Volunteer greeters at downtown stops

Dimensional signs at all shuttle stops

Educate hotel staff

Knowledgeable bus drivers

Window cling marketing in bus windows and signage at Riechmann Pavilion stop to designate routes

Mr. Schmidt thought the festival organizers likely had the expertise with regard to crisis situations and wondered whether it was the City's place to tell them what to do with ambulances. He felt the City should let them decide what was appropriate in terms of ambulance service and insurance.

Ms. Hoppe stated she traveled that section of Walnut frequently, and noted Randy Adams Construction Company and the Crush Orange distributor used to be located across from the Riechmann Pavilion and trucks traveled it frequently. She believed the street was capable of handling this type of traffic, but thought planned timing of the buses would help considerably. She commented that she appreciated the concern of staff, but thought the street could handle the traffic that would be generated by the event. She noted she believed this drop-off location would also be less disruptive to other park users.

Mr. Skala commented that as long as the City was held harmless as suggested by staff and as long as the traffic could be controlled as suggested by Mayor McDavid, he did not believe there was any reason they could not assist in trying to maximize the chance for this event to succeed. He stated he would be happy to support the motion with those conditions.

Ms. Nauser stated she they might be making an issue of something that was not an issue. She noted Walnut met street standards and had the ability to allow two vehicles to pass with room to allow an emergency vehicle to go through.

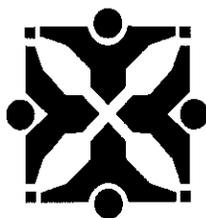
Mayor McDavid felt the City had missed the opportunity to showcase and market Columbia Transit. He understood the buses were larger, but thought they could have had 4,000-5,000 people using the app and riding FastCAT for the first time. They could have seen that it went by the parking garages, downtown restaurants, etc. He was disappointed that Thumper Entertainment was renting school buses to shuttle people from downtown to Riechmann Pavilion while they had empty FastCAT buses traveling through Columbia. He felt this was an opportunity lost. Ms. Nauser agreed. Ms. Hoppe asked if it was too late. Mayor McDavid replied he understood it was too late.

Mr. Trapp commented that he understood the Roots 'N Blues festival was the favorite in Columbia. It was liked more than parks and trails and the True/False Film festival, and as a result, he thought the City should support the event by allowing people to get as close to the gate as possible.

The motion made by Mayor McDavid and seconded by Mr. Thomas to allow shuttle drop-off at the Riechmann Pavilion parking area conditioned upon Thumper Entertainment providing ambulance service during all hours participants were on-site, including strict hold harmless and indemnification language in the contract agreement to cover claims against the City of Columbia, and incorporating a one-way traffic management system was approved unanimously by voice vote.

REP98-13 Downtown Community Improvement District (CID) Board of Directors - Membership.

Mayor McDavid made a motion to replace Andrew Beverly and Jennifer Perlow with Tony Grove and Tom Schwartz by appointing them to the terms ending February 2015. The motion was seconded by Ms. Nauser and approved unanimously by voice vote.



City of Columbia, Missouri

SPECIAL EVENT ADA AWARENESS INFORMATION

As required by the Federal Americans with Disabilities Act of 1990, all events, workshops, conferences, hearings, or any other activities held on City property (City facilities, including buildings and parks, and public rights-of-way) must be accessible to people with disabilities. The City of Columbia's ADA Coordinator provides the following information to assist you in ensuring that your events are accessible.

GENERAL

- To ensure efficient review of your event, a site plan must be submitted at the first scheduled planning meeting. All portable structures, restrooms, stages, bleachers, tables, tents, fencing, trash containers, dumpsters, food and drink areas, generator locations, etc. must be clearly shown on the plan. A narrative should supplement your site plan.
- The site plan must show all ADA elements, including, but not limited to, accessible parking, ADA-compliant portable toilets, ramps, accessible seating, accessible paths of travel, etc.
- All printed material for an event is to include the Request for Accommodation notice with the international symbol for accessibility, a contact name, and the contact's phone number.
- Requests for accommodation may include material in an alternate format, an interpreter, or assistive listening devices.
- Service animals must be allowed to accompany their owners at all times and cannot be excluded from an event.
- If amplified sound is used, assistive listening devices should be available.

BARRIERS

- Concern should be given to elevation changes of more than ¼" vertical or ½" beveled. These are considered barriers and require temporary ramps.
- All cords, wires, hoses, etc., that are located within a path of travel must be ramped or placed within an ADA approved cord cover.

PATHS OF TRAVEL

- All paths of travel shall be accessible, and all event features shall be on an accessible path of travel.
- An alternate path of travel is required when the normal path of travel is obstructed.
- If an alternate path of travel is provided, signage designating the alternate path of travel is required.
- An alternate path of travel must be provided whenever the existing pedestrian access route is blocked by temporary conditions.
- Where possible, the alternate path of travel shall be parallel to the disrupted pedestrian access route, and on the same side of the street.

- All paths of travel shall have no protrusions up to a height of 80", including scaffolding and scaffolding braces. Where the alternate path of travel is adjacent to potentially hazardous conditions, the path must be protected with a barricade.

PARKING

- If parking is provided for an event, accessible parking is required.
- If no parking is provided for an event, an accessible passenger loading and unloading zone is required.
- Accessible parking and passenger loading and unloading zones are required to be identified using the international symbol for accessibility.
- Signs with the international symbol for accessibility are to be mounted for maximum visibility.

SALES OR SERVICE COUNTERS

- If sales or service counters are provided for your event, the height must be no more than 34" from the finished floor or the ground, and the width must be at least 36" wide.

ACCESSIBLE ROUTE

- An accessible route is required from the accessible parking, and from the passenger loading and unloading zone to the event entrance.
- All routes within the event shall be accessible.
- An accessible route must be a minimum of 48" in width.
- Accessible routes must be identified with the international symbol for accessibility, including directional arrows, with visibility optimized.
- Temporary ramps may be used to provide an accessible route.

SEATING

- If seating is provided, accessible seating and companion seating are required.
- Accessible seating and companion seating areas must be identified using the international symbol for accessibility and placed for maximum visibility.

PORTABLE TOILETS

- If portable toilets are provided, they must be accessible and located on a level area not to exceed a 2% cross-slope in any direction.
- The total number of portable toilets to be provided for the event determines the required number of accessible portable toilets in any given area. This number is 5% of the total, but in no event less than one for each location. If a single unit is placed, it must be accessible. The placement of single units will increase the number of accessible portable toilets required for your event.
- An accessible route to each portable toilet is required.
- Accessible portable toilets must be identified with the international symbol of accessibility.

To request this form in an alternate format, contact the ADA Coordinator at:

573-874-7214 (voice)

800-735-2966 (TTY)

573-442-8828 (fax)

Email: tony@GoColumbiaMo.com

Roots N Blues 2013 Cost Estimate

revised 7/26/13

Need approval to proceed w/Council Resolution

signed: _____

		City Provides
Labor & Supervision	3-day coverage & cleanup (n/c for setup)	\$6,707.18
Latex Gloves	6 Boxes @ \$7.00 per box	\$42.00
Hand Pickers/Litter Grabbers (turned over to R-B post-event)	6 Each	\$60.00
Hand sanitizer	6 Bottles	\$30.00
Black Bags Barrell	30 Cases @\$38.92 per case	\$1,167.60
Recycling Bags	1 Case @\$41.40 per case	\$41.40
Full size roll off	2 pulls @ 77.87 per pull	\$155.74
Rear Loader	8 Hours @ \$55.00 per hour	\$440.00
Box truck (deliv & pickup)	6 Hours @ \$31.00 per hour	\$186.00
White Goods truck (deliv & pickup)	6 Hours @ \$25.50 per hour	\$153.00
Tonnage - Rear Loader	8 Tons @ \$38.00 per ton	\$304.00
Tonnage - Roll Off	6 Tons @ \$38.00 per ton	\$228.00
TOTAL		<u>\$9,514.92</u>

THUMPER to provide t-shirts; city to provide sizes by 9/1

THUMPER to provide 5 gators w/fuel on site

Notes on Employee Hrs

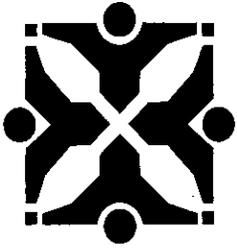
Friday 3:30-6pm	2 pp	\$181.38
Supervision		\$137.77
Friday 6-11pm	4 pp	\$725.53
Supervision		\$275.54
Sat a.m. Cleanup & first part of event 10am-3pm	2 pp	\$435.32
Supervision		\$275.54
Sat. 3pm-11pm	5 pp	\$1,451.06
Supervision		\$440.87
Sun a.m. Cleanup & first part of event 10am-3pm	2 pp	\$435.32
Supervision		\$275.54
Sun. 3-8pm	4 pp	\$1,088.29
Supervision		\$275.54
Sun. 8-finish cleanup & bin pickup	5 pp	\$544.15
Supervision		\$165.33

UTILIZES 4 Green Team Members for Sat & Sun morning cleanup activity

City Personnel Total (carried above) \$6,707.18



Betty Farris
 Thumper Entertainment
 July 29, 2013



Source: City Manager *CAF*

Agenda Item No:

To: City Council
From: City Manager and Staff *MM*

Council Meeting Date: Aug 19, 2013

Re: RBBBQ Written Operations Agreement

EXECUTIVE SUMMARY:

Staff has prepared for Council consideration a written operations agreement for the RBBBQ Festival being held in Stephens Lake Park September 20-22, 2013.

DISCUSSION:

The written operations agreement addresses the following areas: festival layout plan, traffic plan, ADA plan, trash/recycling plan, security plan, traffic management plan, signage plan, parking and shuttle plan, insurance requirements, etc.

FISCAL IMPACT:

Public Safety Costs for Fire: \$7,438.45; and, Police: \$36,878.64.

VISION IMPACT:

<http://www.gocolumbiamo.com/Council/Meetings/visionimpact.php>

Arts and Culture; and, Community Pride and Human Relations; downtown - goal 4.2. The 2013 RBBBQ Festival is a celebration of heritage - roots music, BBQ, family and community.

SUGGESTED COUNCIL ACTIONS:

Council motion to approve the resolution.

FISCAL and VISION NOTES:					
City Fiscal Impact Enter all that apply		Program Impact		Mandates	
City's current net FY cost	\$0.00	New Program/ Agency?		Federal or State mandated?	
Amount of funds already appropriated	\$0.00	Duplicates/Expands an existing program?		Vision Implementation impact	
Amount of budget amendment needed	\$0.00	Fiscal Impact on any local political subdivision?		Enter all that apply: Refer to Web site	
Estimated 2 year net costs:		Resources Required		Vision Impact?	Yes
One Time	\$0.00	Requires add'l FTE Personnel?		Primary Vision, Strategy and/or Goal Item #	1
Operating/ Ongoing	\$0.00	Requires add'l facilities?		Secondary Vision, Strategy and/or Goal Item #	4
		Requires add'l capital equipment?		Fiscal year implementation Task #	

Roots, Blues, & BBQ
Stephen's Lake Park
September 20-23, 2013

Cost Estimate
Fire, Safety and Command Post, Personnel Cost

Personnel	Hours	Cost/Hr.	Total
1 Firefighter	31	\$35.61	\$ 1,103.91
1 Engineer	31	\$38.51	\$ 1,193.81
1 Lieutenant	31	\$57.69	\$ 1,788.39
Battalion Chief	31	\$48.80	\$ 1,512.80
Division Chief	31	\$59.34	\$ 1,839.54
	Total		\$ 7,438.45

This is only an estimate.

Hours may need to be adjusted due to event needs.

Cost does include benefits. This is base overtime for Firefighter, Engineer and Lieutenant.

Battalion Chief and Division Chief are not overtime eligible.

Calculations for all positions are based on 56 hour work week with the exception of Division Chief which is based on 40 hour work week.

Roots, Blues, & BBQ
Stephen's Lake Park
 September 20-- 22, 2013



Character Professionalism Dedication

Cost Estimate

Traffic and Security

Department: POLICE

Product/Process: STAFFING FOR RBBBQ

Document Owner: LT. E. HUGHES

Project or Organization Role: SECURITY AND TRAFFIC MANAGEMENT

Personnel	Task	Hours	Cost/Hr	Total	Total w/ Benefits
1 Officer	Traffic Control (Buses)	34	\$35.40	\$1203.60	1781.33
2 Officers	Traffic Control (Other)	34	\$35.40	\$2407.20	3562.66
6 Officers	Venue Area 1	34	\$35.40	\$7221.60	10687.97
6 Officers	Venue Area 2	34	\$35.40	\$7221.60	10687.97
2 Officers	Security Park/Outside Venue	34	\$35.40	\$2407.20	3562.66
2 Officers	Security Park/Night Increase	18	\$35.40	\$1274.40	1886.112
2 Sergeants	Area 1 and Area 2	34	\$43.00	\$2924.00	4327.52
1 Sergeant	Roaming/Traffic	34	\$43.00	\$1462.00	2163.76
				\$26121.60	38659.97
				\$24918.00	36878.64

- 1.) This is only an estimate.
- 2.) Hours may need to be adjusted due to event needs.
- 3.) The formula used to estimate the number of officers needed for the event is a standard formula used in other jurisdictions.
- 4.) This estimate assumes the Traffic Management Plan approved by staff is implemented as discussed.
- 5.) Strike-through represents traffic plan option B costs.