

City of Piedmont
COUNCIL AGENDA REPORT

DATE: November 7, 2022

TO: Mayor and Council

FROM: Sara Lillevand, City Administrator

SUBJECT: Consideration of a Street Use Application for the 2022 Piedmont Turkey Trot

RECOMMENDATION

Approve a request to close City streets on Thanksgiving Day, November 24, 2022, for the 21st Piedmont Turkey Trot.

BACKGROUND

In November of 2002, the City Council approved a request to close City streets on Thanksgiving morning for a fundraiser to benefit the Piedmont High School (PHS) Cross Country team. Then PHS Cross Country coach Doyle O'Regan worked with the Police, Fire, and Public Works Departments to ensure a safe race by utilizing volunteers to direct traffic. Since that time, the Piedmont Turkey Trot has grown into a popular community event with attendance estimated at 2,000 runners in 2019. The 2020 race was not held due to the COVID-19 pandemic, but in 2021, the race was again held.

The Piedmont High School Boosters is the fiscal sponsor for this event. After race expenses including direct city staff costs are covered, the Boosters will receive the race proceeds for (in priority order): 1. PHS XC/Track team; 2. Coaches Stipend Fund ; 3. PHS Boosters general fund.

AC Transit has been notified for possible bus rerouting. Each household along the race route will receive a flyer notifying them of the race and publicity has and will appear in all local media outlets.

By: Lisa Argue, Deputy City Clerk

RECEIVED

STU # 2022-078
For City Use Only

OCT 24 2022

City of Piedmont

CITY CLERK
CITY OF PIEDMONT

APPLICATION FOR STREET / SIDEWALK USE PERMIT

City Clerk's Office - (510) 420-3040

Applicant's Name Sydney Proctor Phone (h) _____

Name of Organization (if applicable) Piedmont Turkey Trot Phone (w) _____

1. Special use of street/sidewalk (parade, marathon, etc.) _____
Closure of street X
Other (specify) _____
2. Name of street(s) and range of house numbers (i.e. Bonita Avenue between 200-300)
Please see attachment #1
3. Name of cross street(s) attached to application
4. Day/Date of event 11-24-2022 Time/Hours 7am-10am
5. Number of participants (estimate) 2300
6. Reason/Event/Explanation 21st Annual Piedmont Turkey Trot Fundraiser for PHS XC track. We will be donating to PHS Boosters this year as well
7. Special Needs / Requests _____

I have read City Council Policy No. 1 and certify that the foregoing information is true and correct to the best of my knowledge.

Applicant's Signature _____ Date 10-20-2022

When completed, this form will serve as notice to those residents affected by the proposed street closure. Applicant is required to provide this notice to the addresses on the attached list and map.

Fee: \$50.00 - Select Payment Method: ☐ Cash ☐ Check ☒ Credit Card*

If paying by cash or check, please enclose payment with your application. If paying by Credit Card, an invoice will be emailed to you. Please ensure email address is listed above.

*A payment fee of 2.9% for credit card payments plus a \$0.30 charge for each transaction, will be collected by the payment merchant. The City will collect the Street Use Permit fee only. If paying by credit card, an invoice will be emailed to you, which will include the payment merchant and City fees combined in one total. Please ensure email address is listed and correct above.

Submit: 10 Days in Advance of Event to:

City Clerk's Office
120 Vista Avenue
Piedmont, CA 94611

(For City Use Only)

Application complete, fee paid and signatures checked: _____



Approved: _____
Public Works Department

Date

Approved: _____
Fire Department

Date

Approved: _____
Police Department

Date

Approved: _____
City Administrator

Date

Additional Requirements:

For street closures, one lane MUST be kept open for emergency vehicles.

Permit Returned to Applicant on _____

By _____

The Streets along the race will be closed from 8:15 until 9:30 on Thanksgiving morning. 11/24/2022

Course Route:

Start on Highland at Magnolia

Follow Highland towards Wildwood Ave

Turn left on Wildwood Ave.

Turn right on Crocker Ave

Turn right on Lafayette Ave,

Continue on Lafayette to La Salle Ave

Continue on LaSalle Ave

Follow LaSalle to St. James Road

Turn left on St. James Rd

Turn left on Hampton Rd

Right on SeaView

At the top of SeaView, veer left onto Mountain

Follow Mountain to Craig,

veer right onto Craig

Turn left on Highland,

then right on Vista Ave

Left on Hillside,

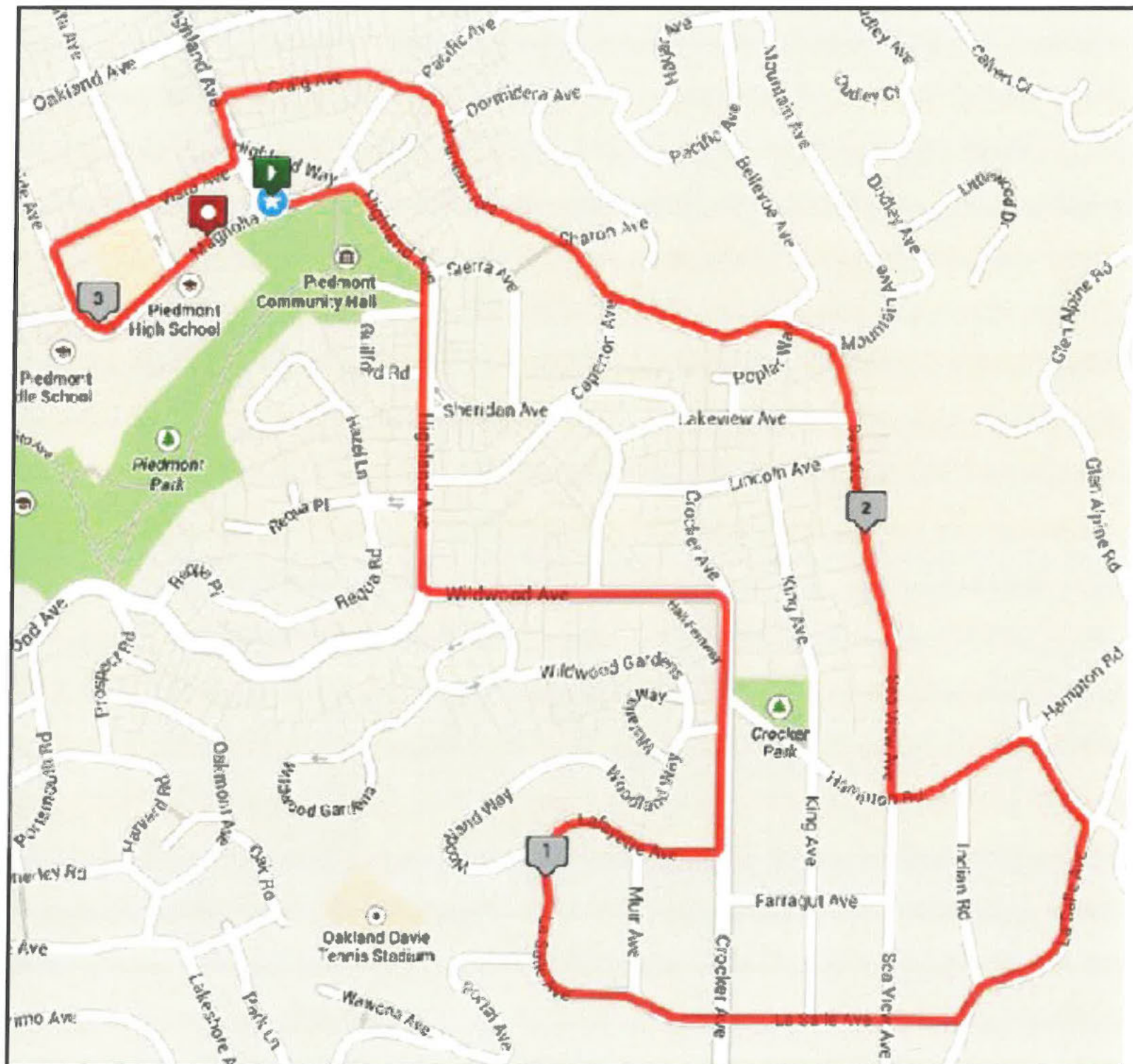
veer left onto Magnolia Ave

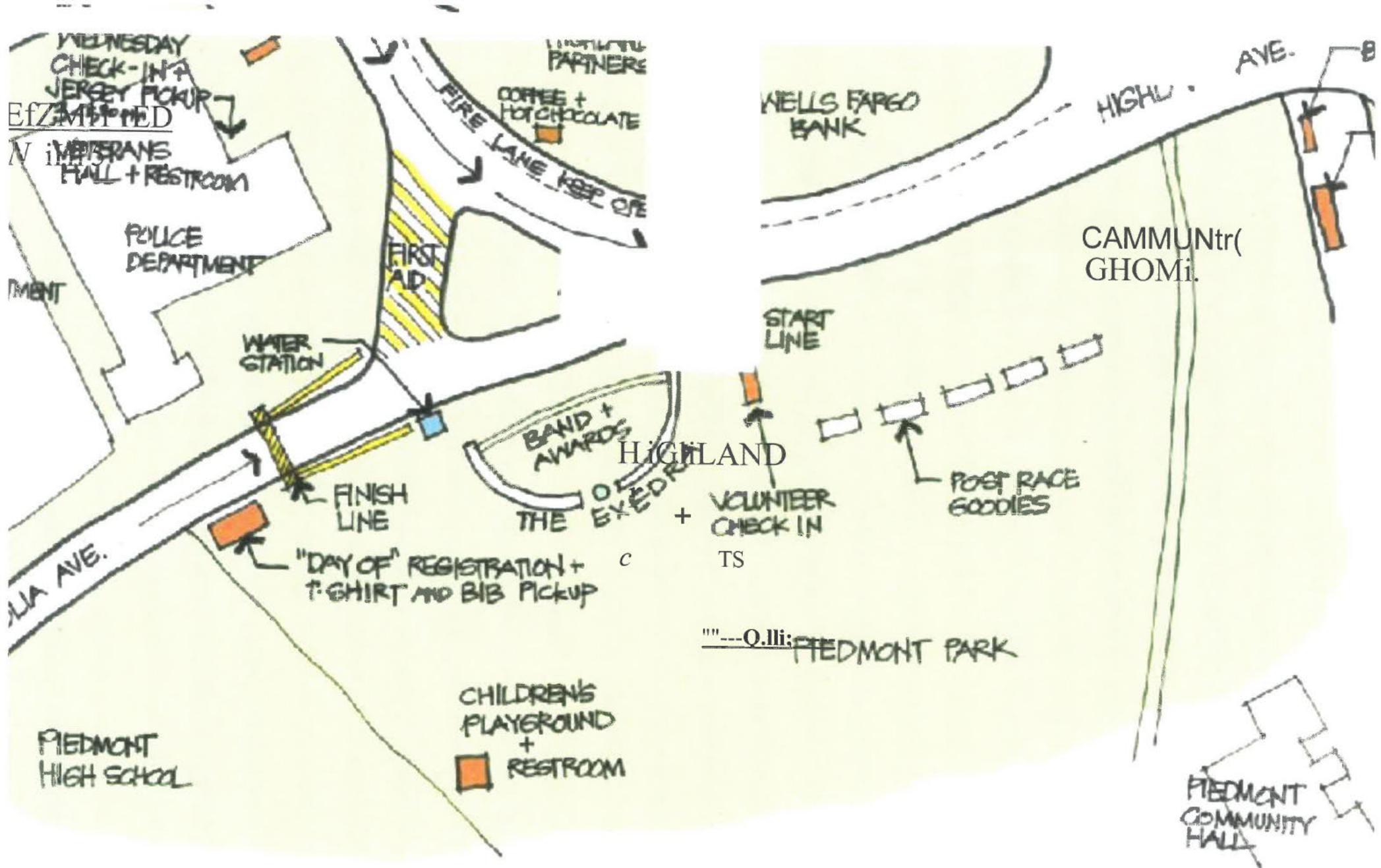
Finish on Magnolia!



Piedmont Turkey Trot

5K Course Map





PIEDMONT TURKEY TROT - 2017



October 20th, 2022

Dear Piedmont Resident,

On Thanksgiving morning, November 24, 2022 the 21st annual running of the Piedmont Turkey Trot will commence. The event is a 5k run/walk through the beautiful streets of Piedmont benefitting the PHS Cross Country and Track teams and the City of Piedmont's Athletic Facility Preservation Fund. You are receiving this letter because you live on or near the course route. A map of the route is included for your information.

This year, the race will host as many as 2300 participants. The race begins and ends at the Piedmont Exedra at 8:30 AM. There will be TOTAL STREET CLOSURES from 8:15 to 9:30AM along the entire race route. Once all runners have cleared a street/intersection, that portion of the course will reopen to automobile traffic.

Thank you in advance for your understanding and support of this community event. This is an enjoyable holiday tradition for the community and your participation in the 15th Annual Piedmont Turkey Trot is greatly appreciated.

Should you have any questions or concerns, do not hesitate to send us an email at piedmontturkeytrot@yahoo.com.

Thank you and trot on!

Piedmont Turkey Trot

Chris Smith, Lesley Zalewski, Debra Dryden, Sydney Proctor, Kevin Lee and Marilyn Weber

EVANSTON INSURANCE COMPANY
CERTIFICATE NO.: 638019023439358209

CERTIFICATE OF INSURANCE
SPECIAL EVENT LIABILITY PROGRAM

PRODUCER Alliant Insurance Services, Inc. in conjunction with Apex Insurance Services P. O. Box 6450 Newport Beach, CA 92658 License No: OC 36861		PUBLIC ENTITY (ADDITIONAL INSURED) City of Piedmont	
NAMED INSURED (EVENT HOLDER): Piedmont Turkey Trot [REDACTED]		EVENT INFORMATION: TYPE: Marathons (Walking, Running, Etc.) DATE(S): 11/25/2022 LOCATION: Veterans Community Hall *Liquor Liability Yes ☐ No ☒ **Liquor Liability after 12 am ends before 2 am ☐	
This is to certify that the insurance policy listed below has been issued to the above insured named (event holder) for the policy period indicated. The insurance described herein is subject to all the terms, exclusions and conditions of such policy(ies) unless amended as described in Special Conditions. INSURANCE CARRIER: Evanston Insurance Company MASTER POLICY NUMBER: MKLV7PBC000935 MASTER POLICY DATES: EFFECTIVE: January 01, 2022 EXPIRATION: January 01, 2023			
COMMERCIAL GENERAL LIABILITY General Aggregate Limit \$ 2,000,000 Products & Completed Operations 1,000,000 Personal & Advertising Injury 1,000,000 Each Occurrence Limit 1,000,000 Damage To Premises Rented To You (Any One Premises) 100,000 Medical Payments (Any One Person) 5,000 Liquor Liability (If purchased) 1,000,000 Optional Limits Purchased ☐ \$1,000,000/\$3,000,000 ☐ \$2,000,000/\$2,000,000 Property Damage (If purchased) No Property Damage Coverage		OCCURRENCE FORM	DEDUCTIBLE: NONE SPECIAL CONDITIONS: The following endorsements attached to the Master Policy do not apply to this Certificate Of Insurance: MEGL1643
The limits of insurance apply separately to each event insured by this policy as if a separate policy of insurance has been issued for that event.			
OTHER ADDITIONAL INSURED			
CANCELLATION: Should the above described policy be cancelled before the expiration date thereof, notice will be delivered in accordance with the policy provisions.			

AUTHORIZED REPRESENTATIVE: *Greg Albano*

DATE ISSUED: 10/20/2022