

AUG 04 2006

TO CITY CLERK  
FROM: [illegible]  
#61

MOTION

The Encino Elementary School Parent Teachers Organization is sponsoring their Encino Elementary School Back to School Picnic on September 17, 2006, from 9:00 am to 5:00 pm. Council District Five has received a request that the City provide certain services and declare this function a Special Event. Approval of this request will mean that an estimated \$1,188 in fees and salary costs will be absorbed by the City. (Event Coordinator: Jeff Ross 818/343-9067 Fax # 818/988-7447 [jeff4locks@netzero.net](mailto:jeff4locks@netzero.net))

I THEREFORE MOVE that the "Encino Elementary School Back to School Picnic" be declared a Special Event, and that City departments be requested to waive all fees, costs, and requirements, except insurance.

I FURTHER MOVE that the Event Sponsor be directed to fulfill the insurance requirements of the City by contacting the Bureau of Street Services - Street Use Inspection Division at 213/485-3711 to obtain, and complete, the necessary insurance forms, upon adoption of this Motion by the City Council.

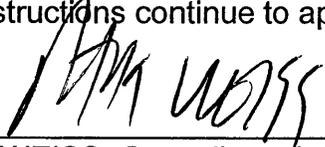
I FURTHER MOVE that pursuant to Ordinance No. 150567 relating to temporary street closures, the following streets be closed on September 17, 2006, from 9am – 5pm, subject to the supervision of the Director of the Bureau of Street Services:

- o **Addison Street between Genesta and Paso Robles**

I FURTHER MOVE that the Bureau of Street Services be directed to furnish the necessary traffic control devices. These devices will be provided with the understanding that the sponsoring organization will pick up and return them to the Bureau, and remove any debris following this event.

I FURTHER MOVE that the Department of Transportation be directed to post "Temporary No Stopping" signs and provide traffic control personnel, if necessary.

I FURTHER MOVE that should unforeseen circumstances change the actual date of the Special Event, the aforementioned departmental instructions continue to apply.

PRESENTED BY:   
JACK WEISS, Councilmember, 5<sup>th</sup> District

SECONDED BY: 

August 4, 2006

EG  
CD5  
06-1813      add CF 01-1878