Date: April 5, 2006

To: John Lamerato, Acting City Manager

Cc: Carol Anderson, Director of Parks and Recreation

From: Cele Dilley, Chairman-Troy Daze Committee
Tom Kaszubski, General Chairman-Troy Daze Festival Committee

Subject: **Requests for 2006 Magic of Fall / Troy Daze Festival**

The Troy Daze Committee makes the following requests for the 2006 Magic of Fall / Troy Daze Festival.

1. Permission for use of Boulan Park for Thursday, September 14; Friday, September 15; Saturday, September 16; and Sunday, September 17, 2006. Hours in the park would be as follows:

Thursday	3:00 P.M. to	9:00 P.M.
Friday	4:00 P.M. to	TBD. *
	Parking close	TBD. *
Saturday	9:00 A.M. to	TBD. *
	Parking Close	TBD. *
Sunday	9:00 A.M. to	9:00 P.M.

*See rationale attachment

Please note that as has been the tradition for Saturday and Sunday, the 9:00 A.M. time is for the Waffle Breakfast. The booths will open at 11:00 A.M. on both Saturday and Sunday.

Monday, Tuesday, Wednesday, Thursday (prior to 3:00 P.M.) and Friday (prior to 4:00 P.M.), September 11, 12, 13, 14 and 15 respectively, will be needed for set-up.

2. Request City assistance and waiver of the sign ordinance to place four foot by four foot signs on City and County property per Attachment 1, installation of Festival banners on light poles on Big Beaver, installation of large Troy Daze banner in front of City Hall and placement of lawn signs in front of City Buildings listed in Attachment 2. Banners are requested to be in place by August 15. Signs are requested to be in-place by August 29. The committee would appreciate the process used regarding banners and sign installation is the same as the 2005 festival with the City Parks and Recreation Department coordinating installation.

3. Permission for use of loud speakers, portable lighting for grass parking areas and amplifiers at Boulan Park during the hours of the Festival.

4, Approval for control of all types of concessions at Boulan Park during the Festival. All Concessionaires will be given copies of pertinent city ordinances. Food Concessionaires will be required to obtain an Oakland County Health Department permit, provide the committee with proof of insurance naming the City of Troy as co-insured and pass an Oakland County Health Department inspection.

5. Permission to seek Corporate Sponsors. For Corporate Sponsors given exclusive rights to sell/provide specific consumer products/services (including but not limited to pop, meat, phone, etc.), the Committee requests approval for control of all Festival participants either selling or giving away said products at all Magic of Fall/Troy Daze Festival functions

6. **Permission to enforce "Solicitation Policy". Policy limits individuals/groups to only be able to solicit if they have paid for a booth and to only be able to approach people within their booth space.**

7. Permission to sell sign space in the Auto Show area. Businesses would have to supply own banners.

8. Permission to charge a mandatory Seven dollars ($7.00) per car for parking during the Festival. This charge will be collected only once per car during the Festival. The charge will be collected from the general public wishing to park in designated areas in Boulan Park, at Boulan Middle School and at Bemis Elementary School.

9. Permission to have Northfield Parkway traffic light at Wattles and Crooks Road traffic light at McManus turned on during the Festival.

10. Permission to have fireworks on Sunday, September 17, at 8:30 P.M. All details of holding a fireworks show to be agreed upon with the City Manager's Office and the Police, Fire, DPW and Parks and Rec. Departments. In addition City Council approval would be obtained.

11. Permission to have temporary No Parking signs on McManus, the cul-de-sacs near Northfield Parkway and grass area between Boulan Middle School and Boulan Park.

Attachments:

1. Sign Locations
2, Festival Layout
3. Rationale for Festival Hours
4. Correspondence

Attachment 1

Sign Locations

City Right of Way and Property

1. At Firefighters Park, facing the people exiting the park.
2. On the North fence of Sylvan Glen Golf Course at the corner of Square Lake and Rochester Road.
3. On Eastbound Wattles just before the entrance to Northfield Parkway.
4. On Westbound Wattles just before the entrance to Northfield Parkway.
5. At Boulan Park, facing the people exiting the park.
6. At Jaycee Park, facing the people exiting the park.
7. At Raintree Park, facing the people exiting the park.
8. At Flynn Park, facing the people exiting the park.

County Right of Way Sites

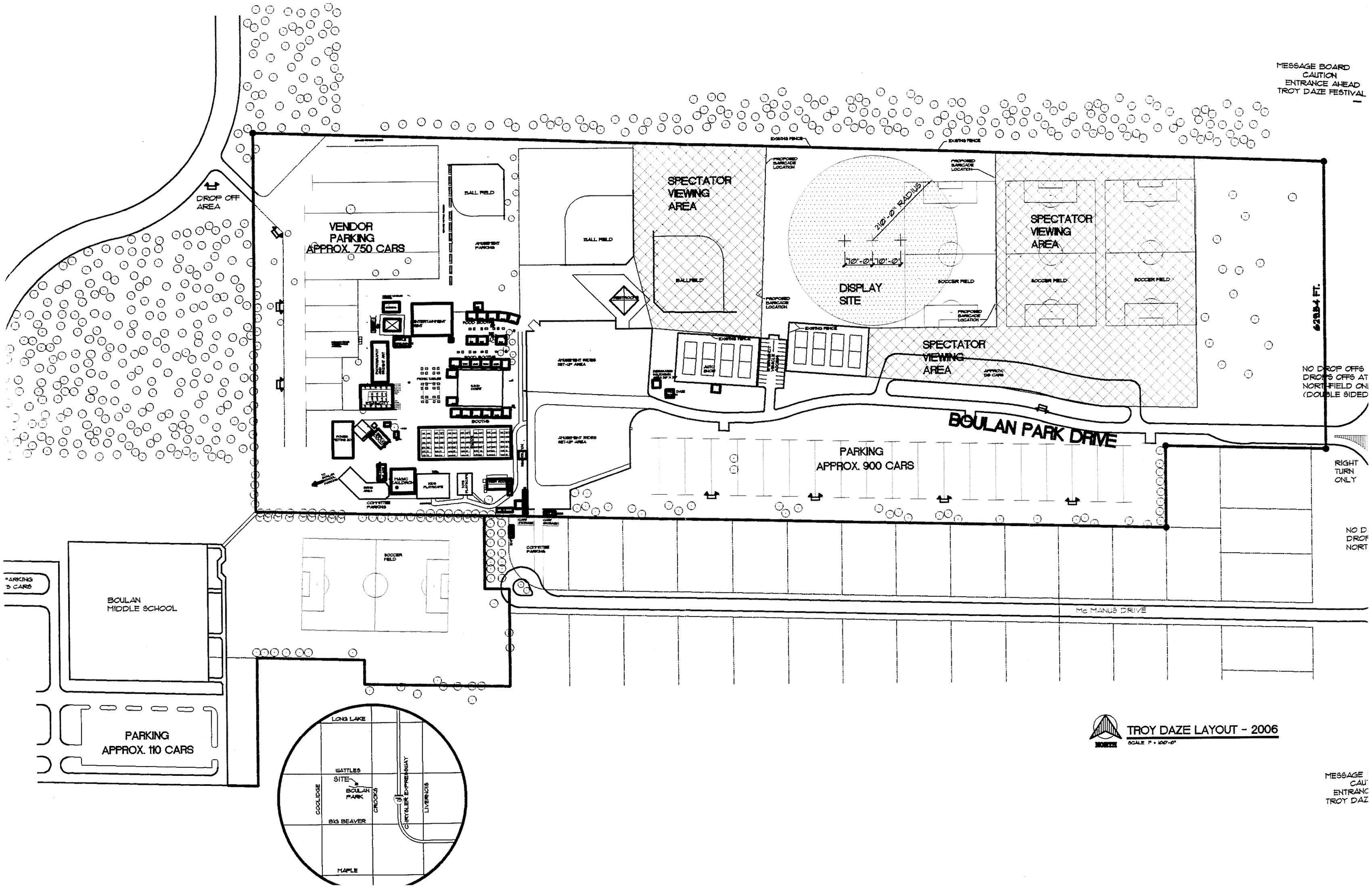
9. On Northbound Crooks just before Boulan Park entrance
10. On Southbound Crooks just before Boulan Park entrance.

Attachment 2

Lawn Sign Locations

City Property

- Troy Community Center (at all three entranceways)
- Library
- Aquatic Center
- Lloyd Stage Nature Center
- Fire Stations (six locations)
- Police and Fire Training Center
- Historical Museum
- Department of Public Works


MESSAGE BOARD
CAUTION
ENTRANCE AHEAD
TROY DAZE FESTIVAL
DROP OFF AREA
VENDOR PARKING APPROX. 750 CARS
BALL FIELD
SPECTATOR VIEWING AREA
DISPLAY SITE
210'-0" RADIUS
10'-0"
10'-0"
SOCCER FIELD
PROPOSED BARICADE LOCATION
EXISTING FENCE
AMUSEMENT RIDES SET-UP AREA
BOULAN PARK DRIVE
PARKING APPROX. 900 CARS
NO DROP OFFS
DROPS OFFS AT
NORTHFIELD ONL
(DOUBLE SIDED
RIGHT TURN ONLY
NO D
DROP
NORT
Mc MANUS DRIVE
BOULAN MIDDLE SCHOOL
PARKING APPROX. 110 CARS
LONG LAKE
WATTLES
SITE
BOULAN PARK
COOLIDGE
CROOKS
CHRYSLER EXPRESSWAY
LIVERNOIS
BIG BEAVER
MAPLE
TROY DAZE LAYOUT - 2006
SCALE 1" = 100'-0"
MESSAGE
CAU
ENTRANC
TROY DAZ

Attachment 3

Rational for Festival Hours

When the combined meeting was held between City Council and Troy Daze, the committee had not previously discussed two of the subcommittee recommendations. The reason is the subcommittee work was only completed in time for the meeting. These two subcommittees were "Hours of Operation" and "Rules and Procedures". At the joint meeting a few of the Troy Daze Committee wanted to speak up about the closing time of the festival and for what ever reason they chose to remain silent. At our meeting on March 28, 2006 these members spoke up, after the presentation by Andrew Corey, to request that we remain open until 11 pm on Friday and Saturday with closing the parking at 10 pm. A copy of Andrew Corey's speech is attached. Over the last 38 years we, as volunteers and residents of our City, have taken pride in presenting a venue that is safe for our children to attend. This year we have developed and adopted a written code of conduct that was always understood, but never written, and we have made numerous operational changes to improve the festival. At the joint meeting it was said "If it's not broke why fix it". Troy Daze has always been proactive by improving the overall experience for all who attend - and this year is no different. Also, at the end of the joint meeting some of the previous year's incidents were down graded. With that in mind, we think many of the changes that have been adopted will reinforce the positive mission of the festival.

We would like to ask that you reconsider the closing time for the festival. We are suggesting remaining open on Friday and Saturday to 11 pm with parking closing at 10 pm. This will cause the least amount of impact to the community, the ride vendor, booth and food vendors and the overall financial aspects of the festival while addressing the safety issues that have been presented.

Subject: **Fees Recommendation**

The Troy Daze Advisory Board has spent the last two (2) months reviewing and evaluating each activity of the Magic of Fall / Troy Daze Festival as it exists. Input has been received from people who were chairpersons on the 2005 Festival Committee. The committee recommends the 2006 fees should be set at the following amounts:

Category	2005 Fees	Proposed 2006 Fees
• **Parking Fee for the Festival**	$7.00	$7.00
• **Booths**		
Commercial food vendor		
- Base	$440.00	$440.00
- Service Vehicles Parking	$25.00	$25.00
- Electrical Surcharge		
• 220 V Service	$50.00	$50.00
• Over 50 Amps Use	$100.00	$100.00
• Service Vehicles	$200.00	$200.00
Non-Commercial food vendor (new category)		
- **Base**		**$220.00**
- **Service Vehicles Parking**		**$25.00**
- **Electrical Surcharge**		
• **220 V Service**		**$50.00**
• **Over 50 Amps Use**		**$100.00**
• **Service Vehicles**		**$200.00**
Business Outside Of Tent		
- Base	$300.00	$300.00
- Service Vehicles Parking	$25.00	$25.00
- Electrical Surcharge		
• 220 V Service	$50.00	$50.00
• Over 50 Amps Use	$100.00	$100.00
• Service Vehicles	$200.00	$200.00
Community Group Outside Of Tent		
- Base	$155.00	$155.00
- Service Vehicles Parking	$25.00	$25.00
- Electrical Surcharge		
• 220 V Service	$50.00	$50.00
• Over 50 Amps Use	$100.00	$100.00
• Service Vehicles	$200.00	$200.00
Government Agency/Politicians/Political entities Outside of Tent (new category)		
- **Base**	**$185.00**	**$185.00**
- **Service Vehicles Parking**	**$25.00**	**$25.00**
- **Electrical Surcharge**		
• **220V Service**	**$50.00**	**$50.00**
• **Over 50 Amps Use**	**$100.00**	**$100.00**
• **Service Vehicles**	**$200.00**	**$200.00**

Category	2005 Fees	Proposed 2006 Fees
Business/Enterprise InsideTent		
- Base	$210.00	$210.00
- Service Vehicles Parking	$25.00	$25.00
- Electrical Surcharge		
• 220 V Service	$50.00	$50.00
• Over 50 Amps Use	$100.00	$100.00
• Service Vehicles	$200.00	$200.00
Community Group Inside Tent		
- Base	$95.00	$95.00
- Service Vehicles Parking	$25,00	$25.00
- Electrical Surcharge		
• 220 V Service	$50.00	$50.00
• Over 50 Amps Use	$100.00	$100.00
• Service Vehicles	$200.00	$200.00
Government Agency/Politicians / Political entities Inside Tent (new category)		
- Base		**$125.00**
- Service Vehicles Parking		**$25.00**
- Electrical Surcharge		
• 220 V Service		**$50.00**
• Over 50 Amps Use		**$100.00**
• Service Vehicles		**$200.00**
• **Auto Show**		
- Booth Vendors	$60.00	$60.00
- Classic Car Fee	$15.00	$15.00 / $10.00 returning
- Ad Signs	$100.00	$100.00
• **Miss Troy Pageant**		
- Entry Fee	$25.00	$25.00
• **Magic Cauldron Games**		
- Tickets	2 for $1 or 15 for $5	2 for $1 or 15 for $5
• **Special Adult's Evening Admission,**		
- General	$3.00	$3.00

Rationale

Three new categories needed to be established. In the past non-commercial food vendors were placed in the Outside Community Booth category. The fee for this category did not accurately reflect the expenses for the non-commercial food vendors. The new category will now reflect the applicable fee.

The other two new categories allow separation of true community groups and businesses from politicians and government agencies (such as the Post Office Diversity Committee). There has always been a concern on the right pricing structure for politicians and government agencies. The new categories will now reflect the applicable fees.

No battle of the bands.
No rap or hard rock music.
Closing at 10 instead of 11.
Can?t get in after 9.

These all describe this year?s Troy Daze, and if I?m wrong, which I hope I am, please correct me.

Now, do you all like kids? ~~I like kids, do you like kids~~? I have to say it doesn?t show in your decisions about the 2006 Troy Daze festival. You know what, I forgot to introduce myself. I?m Andrew Corey. Futures Process Taskforce member, co-editor-in-chief of Troy High?s 2006-2007 yearbook, National Youth Leadership Academy member,
and last of all, President of Teens Taking Action. I?ll take one moment to talk about Teens Taking Action. We take action against things that hurt teenagers. Drugs, alcohol, tobacco, you know the usual stuff. Tonight, we?re taking action against this committee. Troy Daze has taken a turn for the worse. With all of the changes I previously stated, teens are getting the shaft. Has there ever been an
arrest at Troy Daze? If so, was it a teenager? I was listening to your previous meeting and I noticed your biggest complaint was a child
with a necklace. Is it minor cases like that which cause such a dramatic shift in the most anticipated weekend for teenagers, which I might add comprise a whopping 24% of your audience profile? I could
understand if there were riots, or gun shootings. But closing an hour early, and not having a battle of the bands is ridiculous. Did you ever consult the Troy Youth Council about these matters? ~~Oh, right~~, that?s one thing I forgot to add, I?m also on the Troy Youth Council. I happen to know that you have not contacted us about Troy Daze.

Instead of bashing you for this whole speech, I?d like to submit a peaceful resolution. Let teenagers have their nights, and adults have theirs. Teenagers go to Troy Daze on Friday and Saturday because they
don?t have school the next morning. So give these nights to teenagers,

not the whole day, just the nights, and Thursday, Friday during the day, Saturday during the day, and Sunday can be completely for adults
and families. Teens will start to show up Friday and Saturday about 7:30. Little children will, for the most part, leave at about 8:30, and, at least my grandparents I know, live 4 hours ahead of the rest of
the world and go to sleep at 9. at the latest. So play our music after then. I like to be walking around and hear the latest song on the radio. It?s on the radio because it?s popular, so let the popular songs play.

Are teenagers making Troy so bad? If we were, we wouldn?t rank among
the safest cities in the entire country. So increase your staffers with official jackets and radios. Increase the police presence. But don?t take such preventative measure just in fear that a police officer may get tapped in the Kevlar vest with a necklace.
Goals of Troy Daze: (&quote)
To showcase Troy and all it has to offer a City.
To bring community groups and businesses together to work on a community event to foster community spirit.
To Provide a fun-filled weekend for people of all ages. (&quote)
You?re taking away the music we listen to, and the places we go. By the way, I don?t even get off of work until after 8:45, when can I come to Troy Daze? I can?t, I?ll be too late. And even if I could get home, shower, get dressed and drive up to Boulan Park, in 15 minutes,
I?d only be able to stay there for an hour. ~~If these changes aren?t made, Teens Taking Action would gladly throw a dance that night, I?m sure teenagers would rather go where they are welcome rather than where they are shunned~~. I ask that you consult your fellow City Council appointed Board/Commission, the Troy Youth Council. We represent Troy
High, Athens, and the International Academy. We know what teenagers
want, and we can help you make these decisions.
I would be glad to answer any questions.

Rules, Policies and Procedures -Troy Daze Festival
Adopted March 28, 2006

Booth Policies

The Troy Daze Festival is a community event; as such booth space is available to community groups, organizations and vendors for the purpose of informing attendees about their businesses and organizations.

Applications for booths are sent out to the previous year participants by the first day of May. Food vendors have 30 days to return their application with payment to guarantee a space for the current years festival

In the assigned booth space only, organizations may choose to distribute give-aways, sell wares, or have games for attendees.

Giveaways/Sales/Games may not include:

- Any item which propels an object
- Items considered a projectile
- Items which would encourage malicious destruction of property, throwing of the object, misuse of the objects intended use.
- Any item/toy which is similar to or imitates the action of a firearm, or firework including but not limited to poppers, snakes, smokeballs, and sparklers.
- Clothing with profanity or promoting illegal activity.
- No live animals may be distributed or sold on the premises.
- No food can be sold unless the applicant has been designated as a Troy Daze Festival food vendor.
- No food can be given away unless it is commercially packaged or the booth holder has an Oakland County food license.

Additional Policies:

- Booth participants are responsible for the security of their property.
- Groups must comply with all ordinances, codes, laws, rules and regulations of the City, county and state.
- The Troy Daze Committee/City of Troy retains the right to refuse or limit vendors.
- Troy Daze/City of Troy are not responsible for injury or loss due to fire, theft, vandalism or weather.
- Booths must be staffed the entire hours of the festival
- The Troy Police Dept. will be inspecting booths of chance and sales. Items deemed inappropriate by the Troy Police Dept. will be asked to be removed (or have the booth closed) even if the items are listed on the vendor contract.

Organizations or individuals without booth space have the right to obtain petition signatures, distribute pamphlets and leaflets only at the designated location.
No solicitations are allowed.
All groups, organizations and individuals must adhere to City, county and state ordinance, codes, regulations and laws.

Booth Chairman Responsibilities:
It shall be the duty of the booth chairperson to place applicants in a booth based on:

Best use of space
Similar vendors/organizations
Festival booth rules as approved by the Troy Daze Advisory Committee

The booth chairman shall not reject a non-food applicant if the applicant meets the application deadline, space is available, and the fee is paid as long as the booth activities are permitted by state and local law and rules and regulations.

When the booth space is filled, neither the booth chair nor the festival committee is required to provide any equipment, material, or space to other groups.

The Booth Chairperson shall keep written documentation of all vendors and shall be responsible for all record keeping and documentation of booth space, vendors, groups and organizations.

Booth Procedures

1) Booth Chairperson to set deadlines
2) Booth Chairperson to complete correspondence with applicants
3) Booth Chairperson to collect applications, fees.
4) Applications (except for food vendors) to be available on website .
5) Booths to be filled on a first come-first served basis.

The Booth Chair is responsible to enforce rules. Failure on the part of an individual to adhere to the rules will result in removal, forfeiture of fees and the inability to return to future festivals.

PARTICIPANT AND ATTENDEE DRESS/HYGIENE

The Troy Daze Festival is intended to be a family friendly event and as such, appropriate dress is required while attending the festival.

1) All clothing must be free of obscenities and profanity.
2) Shirts must be worn at all times

TROY DAZE CODE OF CONDUCT FOR ATTENDEES

Attendees are expected to be courteous toward other attendees and follow the rules and regulations.

The following actions are prohibited and may result in ejection and/or legal prosecution:

1) Violation of any law or Ordinance.
2) Children under 12 years of age must be supervised at all times. If staff finds children without proper supervision the procedures listed below will be followed:
    a. Immediately try to locate the parent.
    b. Find a designated area where the child can be watched and attempt to phone the parents.
    c. The City of Troy Police will be called for children left after the close of business or if parents cannot be located.
3) Possession or use of any controlled or intoxicating substance, being under the influence of any controlled or intoxicating substance. People under the influence of, or in possession of alcohol, drugs or other controlled substances, will not be allowed on the property and will be reported to police for further investigation.
4) Vulgar, obscene, abusive, derogatory, taunting or demeaning comments, behavior or gestures.
5) Destructive or dangerous behavior towards people, equipment or facilities (including fighting)
6) Theft, attempted theft, taking control over or possessing another person's property without their permission, destruction or damages to another person's property.
7) Climbing, jumping or other inappropriate use of rides, games, tables, tents, or any other equipment.
8) Unwanted or inappropriate physical touching of another person.
9) Abuse of, harassment of, or failure to obey lawful direction of staff
10) Dogs or other pets (except if leading the blind or by special permission)
11) Use of open flames such as candles, sterno can, etc.
12) Bicycles (all bicycles must be placed in supplied bike racks at the main entrance).
13) In-line skating (including shoe/skate combinations) and skateboards.
14) Use of the park for monetary gain by outside agencies that have not paid a Troy Daze booth fee.
15) Loitering in the park.

Patrons who violate the rules or code of conduct may be immediately ejected from the park. Illegal behavior will immediately result in action by a Troy Police Officer.

Food Booth Information

The Troy Daze Committee will develop criteria for selection of vendors to ensure quality of providers and variety of vendors. These criteria will ensure that all vendors are selected based on objective reasons.

The Booth Chairman and/or committee shall keep a written evaluation of all vendors. Renewal of booth space will be granted based on a satisfactory evaluation.

Food booths must close and stop selling all items by the posted fair closing time. Violation of this rule may result in forfeiture of booth space for the remainder of the fair and rejection of booth space in future fairs.

Major Operational Changes to the Troy Daze Festival for 2006

The Following Sub-Committee recommendations were adopted by the Troy Daze Committee on March 28, 2006:

1. Scheduling of events to improve "family friendly" atmosphere.
2. Troy Daze Committee members to resume previous practice of strolling the Festival grounds during hours of operation.
3. Conduct a briefing between police and advisory committee members each morning before the Festival opens and if a significant situation arises, immediate communications to take place.
4. Elimination of the teen event for the 2006 festival
5. Schedule more family entertainment into the evening hours.
6. Hold the Miss Troy Pageant at the Festival.
7. Encourage parents to attend with the kids through the use of school newsletters and the new "Code of Conduct" rule for children under 12 being supervised at all times.
8. Develop incentives for parents, adults, teachers and coaches to volunteer to be on the midway during evening hours.
9. Book more major family entertainment.
10. Sell parking stickers and ride bracelets at the Community Center as a convenience for families.
11. Provide a wider walkway centered on Boulan Park Drive (Kyle Dilley Blvd. during festival) through the amusements rides to provide a view of the entire festival.
12. Move family oriented and kiddy rides to along walkway.
13. Move teen rides closer to police command area.
14. Limit the type of music played by ride vendor during the festival to exclude music with obscene or vulgar lyrics.
15 Control volume of music played.
16. Provide extra light towers at Explorer collection points, throughout parking, and the West tree line
17. Designate exit at Crooks as "right turn only" during Festival hours.
18. Provide message boards along Crooks to warn motorists about Festival entrance and "No Drop Offs" at Crooks.
19. Maintain a 12 foot egress for secondary emergency exit from Crooks Rd. parking lot to McManus St.
20. All parking issues shall be communicated through the Troy Daze Designee to the police officers in charge of the Explorers.

Changes implemented by the Troy Daze Festival Chairman:

1. All Troy Daze events MUST have a Chair and Co-Chair to divide responsibilities and time commitment.

2. A description of each event must be provided by event chairs to the Chairman which will be used by the Community Relations Dept. in press releases and all other printed material. These descriptions must also provide reasons for families to attend the event.

3, The theme of the 2006 Troy Daze Magic of Fall Festival is:

"Family, Friends and Community....The Magic of Troy Daze"

4. Publish the new "Code of Conduct" in Festival Booklet, Post signs with "Attendee Code of Conduct" at each pedestrian entrance to the park, and possibly have Explorers pass out to each car.