RESOLUTION - ACTION REQUESTED 2018-124

MEETING: March 27, 2018

TO: The Board of Supervisors

FROM: Rosemarie Smallcombe, District I Supervisor

RE: Mariposa Butterfly Festival

RECOMMENDATION AND JUSTIFICATION:
Designate the Mariposa Butterfly Festival as a County Sponsored Event; Approve the Activities Associated with the Festival; Approve Closure of Areas During the Festival; Approve a Letter to Caltrans Regarding Traffic Detours, and Authorize the Board of Supervisors Chair to Sign the Letter.

By designating the Mariposa Butterfly Festival to be a County sponsored event the County accepts a degree of responsibility for activities during the Festival, because the event will be covered by the County's liability insurance. Although there is no additional cost, if there is a claim it is possible that the County's insurance premium may be increased.

The Butterfly Festival has proven to be a boost for local businesses as it attracts visitors to Mariposa.

BACKGROUND AND HISTORY OF BOARD ACTIONS:
The Butterfly Festival has been designated by your Board as a County sponsored event for several years.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:
Without the County's participation the cost of operating the Butterfly Festival would increase for its sponsors perhaps limiting their ability to conduct the annual event.

ATTACHMENTS:
Butterfly Festival letter to Dept. Trans 2018 (DOC)
Letter to the Board for Butterfly Festival (PDF)
Butterfly Festival PW encroachment permit app, letter from CHP, ETC. (PDF)
RESULT: ADOPTED BY CONSENT VOTE [UNANIMOUS]
MOVER: Merlin Jones, District II Supervisor
SECONDER: Marshall Long, District III Supervisor
AYES: Smallcombe, Jones, Long, Cann, Menetrey
March 27, 2018

Permit Engineer
Department of Transportation
Post Office Box 3558
Merced, CA 95344

Dear Sir or Madam:

On March 20, 2018, the Mariposa County Board of Supervisors adopted a Resolution, approving the Encroachment Permit applications for the detour of traffic from State routes to Mariposa County roadways on Saturday, May 5, 2018, for the duration of the “Mariposa Butterfly Festival Parade,” and for the “Mariposa Butterfly Festival” banners.

Mariposa County agrees to hold CalTrans and the State of California harmless for any damages to county roadways as a result of this detour.

Thank you for your consideration in this matter.

Sincerely,  
Rosemarie Smallcombe,  
Board of Supervisor Chair

RS:tg

Cc: Board of Supervisors  
Mike Healy, Public Works Director  
File
February 17, 2018

Mariposa County Board of Supervisors
PO Box 784
Mariposa, Ca. 95338

Dear Board of Supervisors:

The Mariposa Butterfly Festival would like to request the County Board Supervisors approve the annual Butterfly Festival as a county sponsored event and to waive all fees associated. The festival will take place on May 4, 5 & 6 of May 2018 with the Taste of Mariposa on April 14 at the fairgrounds. The festival includes a parade downtown, Taste of Mariposa at the Fair Grounds, Vendors and entertainment at the Arts Park, Fifth street parking area, Stroming Rd. Parking area and the county Skate Park & picnic area, 7th street and the old frost shop lot.

Encroachments and assemblage permits are in the process of being signed off and you should them shortly.

Thank You

[Signature]

Su Carney
Mariposa Butterfly Festival
PO Box 1479
Mariposa, Ca 95338
966-7979   966-4343
Or Jeanetta Phillips 742-4933
March 1, 2018

File No.: File No.:455.13243.A13242.Butterfly Festival

Mariposa County Board of Supervisors
P.O. Box 276
Mariposa, CA 95338

Dear Board Members:

The Mariposa office of the California Highway Patrol has received and reviewed an application from the Mariposa Butterfly Festival. This event is scheduled for May 5 & 6 2018. We ask that while the event is being held, the responsible individual(s) requesting approval, ensure adequate parking areas are available to both event personnel and attendees to prevent any vehicles from parking or interfacing with traffic on SR 140. In the event more vehicles arrive than anticipated, the responsible individual(s) are asked to immediately notify the CHP at (209) 356-2900.

We appreciate you allowing us the opportunity to respond to the potential concerns we foresee. In the event there is any problems obtaining Cal Trans encroachment permit please contact us. If there is any additional assistance which can be provided by the California Highway Patrol, please contact Sergeant Paul Curtin at (209) 966-3656.

Sincerely,

[Signature]

R.A. LINDGREN, Lieutenant
Commander
Mariposa Area

Safety, Service, and Security

An Internationally Accredited Agency
APPLICATION FOR PUBLIC ASSEMBLAGE PERMIT

Pursuant to Mariposa County
Code Chapter 8.28

TO: Mariposa County Sheriff's Department

APPLICATION DATE: 2/5/18

SCHEDULED DATE OF EVENT: MAY 5-6 2018 TIME: 10A.M

EXACT LOCATION OF EACH ACTIVITY: DOWNTOWN MARIPOSA, 5TH STREET, 7TH ST

ARTS PARK, STANTON RD. OFF FIRST SHOP LOT

NUMBER OF PEOPLE ATTENDING: (Reasonable estimate): 12,000

BRIEF DESCRIPTION OF PLANNED ACTIVITY: (Include number and type of performance, events, names of well-known performers or public figures which would affect crowd size.)

Release of Butterflies, Music, Food & Activity Vendors, Parade, Car show, Small Carnival

WILL FOOD, BEVERAGES, OR ALCOHOLIC BEVERAGES BE SOLD, PROVIDED, OR CONSUMED? IF YES, PLEASE GIVE DETAILS. (yes) Food vendors TO GET PERMITS

PLEASE LIST MODE, EXTENT, AND NATURE OF ADVERTISING:  TV - RADIO, NEWSPAPERS

INTERNET, POSTERS, BANNERS, POSTCARDS

PLEASE LIST NAMES, ADDRESSES, AND PHONE NUMBERS FOR ALL PEOPLE RESPONSIBLE OR IN CHARGE OF THE ACTIVITY, SPECIFYING PERSON TO BE CONTACTED FOR THE PURPOSE OF THE APPLICATION:

1. Sue Carney, 966-7979, 966-4343
2. Jeanette Phillips, 742-4933
3. Bill Lowe
4. Michael Hall
5. Charles Phillips, 742-4933
6. 

If more space is needed, please attach on separate page.
Fire Safety: MUD - CAL-FIRE
Sanitation Facilities: FESTIVAL RESTS, PORTA-POTTIES
Police Protection: NOTAP CHP, SHERIFF DEPT. SANGER
Zoning & Land Use: COUNTY BOARD OF SUPERVISORS
Parking & Traffic Control: SANGER, CHP, SHERIFF'S DEPT.
Emergency Medical Services: J.C. FREMONT
Insurance/bond: MARIPASA COUNTY
ABC License number (if applicable):

COPIES TO BE SENT OR TAKEN TO THE FOLLOWING AGENCIES FOR SIGNATURE AND APPROVAL OR DISAPPROVAL: (Must be returned to Sheriff's Office within 10 days.)

<table>
<thead>
<tr>
<th>Agency</th>
<th>Signature</th>
<th>Approval</th>
<th>Conditions</th>
<th>Disapproval</th>
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<td>Benicia</td>
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<td>Water, etc. Permit</td>
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*Sheriff*

Other: 

ANY AGENCY LISTING DISAPPROVAL, PLEASE GIVE REASONS FOR DISAPPROVAL:

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ANY AGENCY LISTING CONDITIONS, PLEASE ATTACH CONDITIONS FOR APPROVAL TO THIS APPLICATION.

*Submit to Sheriff's Office for final approval*

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APPLICANT

P.O. Box 1479, MARIPASA 95338

ADDRESS

909-742-4933 - Cell 559-676-7824

PHONE NUMBER
MARIPOSA COUNTY
APPLICATION FOR ENCROACHMENT PERMIT

TO: PUBLIC WORKS DEPARTMENT
4639 BEN HUR ROAD
MARIPOSA, CA 95338

DATE: 2/5/18
BUILDING PERMIT: _________

GENTLEMEN:

THE UNDERSIGNED HEREBY APPLIES FOR PERMISSION TO EXCAVATE, CONSTRUCT, AND/OR OTHERWISE ENCROACH ON A COUNTY RIGHT-OF-WAY ON _________ ROAD AND AGREES TO DO THE WORK IN ACCORDANCE WITH COUNTY RULES AND REGULATIONS AND SUBJECT TO COUNTY INSPECTION AND APPROVAL, BY PERFORMING THE FOLLOWING WORK: (PLEASE FILL IN ALL BLANKS THAT APPLY).

1. ___ DRIVEWAY
   ___ ROAD CROSSING
   ___ WATER PIPE, CULVERT, ETC.
   ___ LDA ROAD

2. ___ NEW BUILDING/HOME
   ___ REMODEL EXISTING
   ___ NEW MAILBOX
   ___ OTHER (EXPLAIN BELOW)

3. DRIVING INSTRUCTION FROM A KNOWN LANDMARK TO LOCATION OF ENCROACHMENT, I.E., INTERSECTION OF COUNTY ROADS, STATE HIGHWAYS OR TOWN, ETC.

4. ATTACH MAP SHOWING LOCATION AND SKETCHES SHOWING WHAT IS TO BE DONE, SHOW LOCATION OF THE STAKE MARKING PROPOSED ENCROACHMENT OR WORK TO BE DONE.

5. ASSESSOR’S PARCEL NUMBER: _______________________

6. ADDRESS OF PARCEL: _____________________________

APPLICANT IS REQUIRED TO STAKE THE ENCROACHMENT WITH THE PINK CARD PROVIDED AND/OR NEW MAILBOX LOCATION WITH THE GREEN CARD PROVIDED.

NO PERMIT WILL BE ISSUED UNTIL POSTING HAS BEEN COMPLETED AND APPROPRIATE FEES HAVE BEEN COLLECTED. WORK WILL NOT BE STARTED UNTIL AN ENCROACHMENT PERMIT HAS BEEN ISSUED BY THE DEPARTMENT OF PUBLIC WORKS.

PERMIT NO. _________
DATE ISSUED _________

[Signature]
OWNERS NAME (Please print)

[PHILLIPS]
SIGNATURE OF OWNER/APPLICANT

[Box 1479]
OWNERS MAILING ADDRESS
MARIPOSA CA 95338

209-742-4933
PHONE NUMBER

ATTACHED MAP & Rd. Closures List
AREAS TO CLOSE DURING FESTIVAL:
May 4, 5, 6, 2018

Arts Park 10 AM Friday til Sunday 5PM
Creek Parkway 10 AM Friday til Sunday 5PM
Stroming Rd. Parking Lot 10AM Friday til Sunday 5PM
5th Street Parking lot 10AM Friday til Sunday 5PM
5th Street 140 to parking lot 10AM Friday til Sunday 5PM
County park for parking

Rest area at Museum for parade lineup Saturday 8AM to 1:30PM N/East side only
Coakley Circle for parade line up Saturday 8AM to 1:30PM N/east side only
Joe Howard 200 foot up from Coakley Circle for lineup Saturday 8AM to 1:30 PM S/West side only
9th street, Jesse to Coakley Circle for parade lineup Saturday 8 AM to 1:30 PM
Hwy 140, 4th street to 12th street for 10 AM Parade Saturday 8AM to 12 PM
Hwy 140, 4th street to 12th street NO PARKING Saturday 8AM to 12PM
7th Street - Hwy 140 to Bullion NO PARKING Saturday 8AM to 1PM
Hwy 140 5th Street to 6th Street No Parking Saturday 8AM to 1PM

All streets along Hwy. 140 from 4th street to 12th street closed at Hwy for Parade saturday
Parade staging area for Sat May 5th:
1. no parking signs on N/E side of Coakley Circe
2. no parking signs on S/W side of Joe Howard st

Parade route
140 from Coakley to 4th street

reserved parking for classic cars on 140 between 5th and 6th street from end of parade to 1pm Saturday

reserved parking for Classic cars on 7th street from 140 to Bullion st till 1 pm Saturday.

On Jan 24, 2018, at 4:30 PM, ruralpetta@aol.com wrote:
Health Department Conditions for Assemblage Permits

1) Applicant shall submit a plan to the Health Officer for providing First Aid and Emergency Medical Services at least 30 days prior to the event if applicant plans to provide these.

2) Any and all food must be provided by an approved/permitted vendor. Have all food vendors obtain a permit from the Health Department at least 10 days prior to the event.

3) If there are no permanent restroom facilities within 200 feet of the food vendors there must be at least 2 portable toilets equipped with hand washing stations located within 200 feet of all food vendors.

4) There must be adequate toilet facilities for all participants and visitors. 1 toilet per 50 people minimum. This may require the use of portable toilets.

5) The applicant shall provide an adequate number of solid waste and recycling bins so as to prevent littering. Solid waste and recycling bins shall be placed throughout the property including the parking areas. All solid waste shall be removed from the site within 1 week and properly disposed of at the county landfill.

6) All potable water shall be from a Health Department approved source. This may require the use of bottled water or source testing.