



CITY COUNCIL AGENDA ITEM

To: Mayor Graham and City Council

From: Ted Shekell, Planning Director
Walter Denton, City Administrator

Date: April 2, 2007

Subject: Special Event Permit – “Mayfest” Sponsored by O’Fallon Boosters

List of committees that have reviewed: The Community Development Committee reviewed this application at the March 26, 2007 meeting and recommends approval.

Background:

- Applicant: O’Fallon Booster Club
- Special Event Permit for Mayfest
- Event will run from May 18 – 20, 2007 in Community Park
- Hours of Operation: Friday 10am – 10:30pm, Saturday 10am – 10:30pm, and Sunday 10am – 7pm. There will be a parade on Saturday, May 19th from 4pm to 5:30pm running from State and Penn to the Community Park.
- Event includes food vendors, amusement rides, liquor sales, entertainment.
- Parking will be located in baseball diamonds, City lots, streets, High School and surrounding lots.
- All food permits will be handled by the Health Department. Vendors will be notified of requirement.
- Portable toilets will be brought in for the event.
- Applicant is aware they need to formally contact the Public Works department to coordinate necessary services such as street sweeping and backhoe operation. Public works has been provided with a copy of the special event application.
- The Parks Department and Police Department approved the event with no exceptions.

Legal Considerations, if any: None

Budget Impact: There will be some financial impact to the City as a result of our assistance in helping set up and disassemble the various parts of the event, as well as providing security. It is estimated that expenses will be similar to previous years, which last year totaled around \$14,000.

Staff recommendation: Approval upon proof of liability insurance and proper coordination with Public Works.