



CITY COUNCIL AGENDA ITEM

To: Mayor Graham and City Council

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

Date: June 2, 2008

Subject: Special Event Permit – 14th Annual Salute to Scott (MOTION)

List of committees that have reviewed: Due to the late submittal of the special event permit and the cancellation of the Community Development Committee meeting, the Committee did not review this request. The request is consistent with previous years' events and planning staff has no objections to the special event. Therefore, staff recommends approval of the Special Event Permit.

Background:

- The O'Fallon Chamber of Commerce and the City of O'Fallon is requesting approval of a special event permit for free food and entertainment for everyone that serves the Scott Air Force Base.
- The event will occur from 11am to 3pm on June 14th.
- There will be a business expo under the large pavilion as well as tents set up around the pavilion.
- The event will feature the arch helicopter, working dog demonstration, bouncing houses, rock climbing wall, and free food and soda/water for all in attendance.
- Approximately 5,000 are expected to be in attendance.
- The Director of Public Safety Chief Betten and Fire Chief Saunders will be in attendance.
- The sponsors plan to install a 4'x8' wooden sign near 1st Street and Lincoln. A second 4'x8' wooden sign is planned for another location. Staff is currently working with the Chamber of Commerce to determine the second sign posting location. The second location will be determined and proposed at Monday's City Council meeting. Other signage includes yard-sale type signs to be posted on residential property one week before the event and two existing banners at Gateway Financial at Highway 50 and Lincoln.
- Event is consistent with previous years' events.

Legal Considerations, if any: None

Budget Impact: None

Staff Review: Police, Fire, and Parks do not have any issues with the request. Pending approval from Public Works, staff recommends approval of the Special Event Permit.