



CITY COUNCIL AGENDA ITEM

To: Mayor Graham and City Council

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

Date: August 18, 2008

Subject: Special Event Permit – Oktoberfest and 5K Run (MOTION)

List of committees that have reviewed: The Community Development Committee reviewed this application at its August 11, 2008 meeting. They discussed staff's concerns about closing Third Street; however, after speaking with the applicant, the Committee felt that the street closure would benefit the event, and that traffic could be routed to other nearby streets. The Committee unanimously recommended it for approval as proposed by the applicant.

Background:

- Applicant: St. Clare Catholic Church
- Special Event Permit for an Oktoberfest and 5K run/walk on Saturday, September 27, 2008.
- Oktoberfest
 - Hours of Operation: 7am to 11pm
 - Location: St. Clare School parking lot and playground (NE corner of South Cherry and West Third Streets)
 - Event includes food, bingo, children's games, pony rides, raffle, beer garden, live music and dancing.
 - Requested street closure: Third Street from Oak to Cherry
 - Parking will be along side streets of St. Clair Church and school grounds.
 - The general attendance is estimated to be between 500 and 700 people.
 - Attendees will use toilet facilities inside school building.
 - Event includes beer sales from 4 p.m. to 11 p.m. Applicant is in the process of obtaining the necessary liquor license.
 - In case of rain, the event will be held in the school cafeteria and gymnasium.
 - This event is very similar to the previous Oktoberfest events approved by the Council.
- 5K Run
 - Registration begins at 7:15am; race starts at 8:30am
 - Kid's run held in the church parking lot at 1411 Cross Street; race begins at 10am
 - Run activities will be held in the church parking lot at 1411 Cross Street until 3pm (food & drinks, kid's entertainment)
 - Race route is outlined in this packet.
 - Applicant requests Police/EMS presence during the 5K run. No street closure requested.
 - Signage will be provided for the race route

Legal Considerations, if any: None

Budget Impact: None

Staff Review: The Police Department and Fire Department have expressed concerns about the closure of Third Street for this event. Staff has not yet received comments from the Public Works Department.