



## CITY COUNCIL AGENDA ITEM

**To:** Mayor Graham and City Council  
**From:** Ted Shekell, Planning Director  
Walter Denton, City Administrator  
**Date:** April 19, 2010  
**Subject:** Special Event Permit – VFW Relay for Life Fundraiser (MOTION)

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**List of committees that have reviewed:** The Community Development Committee reviewed this application at its April 12, 2010 meeting and unanimously recommended it for approval.

**Background:**

- Applicant: Michael Pedersen for VFW Post 805
- Request permission to hold a fundraising event for Relay for Life with live music, food, and non-alcoholic beverages.
- Date: May 8, 2010 from 12:00pm to 5:00pm
- Location: 221 West First Street (in city-owned park space next to VFW)
- Parking will be provided in the adjacent on-street parking. Two parking stalls will be blocked off to prevent provide separation between vehicles and event participants.
- Toilet facilities will be provided in the VFW hall.
- Expected attendance: 150-200 people
- Signage requested for the event will be a 20 sq. ft. banner attached to the building or fence.
- The applicant is not requesting any special considerations from the City.

**Legal Considerations, if any:** None

**Budget Impact:** None

**Staff Review:** The Police and Fire Departments had no issues with the request. Public Works recommended using barricades instead of chairs and caution tape. Staff recommends approval of the Special Event with the following condition:

1. The Public Works Department will lend the applicant barricades to block off the two parking stalls rather than using chairs and caution tape. Applicant must coordinate this with the Public Works Department.