



CITY COUNCIL AGENDA ITEM

To: Mayor Graham and City Council

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

Date: August 16, 2010

Subject: Special Event Permit – St. Clare Catholic Church Oktoberfest (MOTION)

List of committees that have reviewed: The Community Development Committee reviewed the Special Event Permit request at their meeting on August 9, 2010. Although a quorum was not present, those in attendance were supportive of approval.

Background:

- Applicant: St. Clare Catholic Church
- Special Event Permit for their annual Oktoberfest
- Events will take place on Friday, September 24th and Saturday, September 25th
- Events include indoor activities on Friday, a 5K run on Saturday morning, and the Oktoberfest Festival on Saturday from 4:00pm to 11:00pm.
- Request to temporarily designate east side of Oak Street and the west side of Cherry Street between Second & Third as handicapped parking from 3:00pm to 11:00pm on Saturday, September 25th.
- Request to close Third Street between Oak and Cherry from 7:00am to midnight on Saturday, September 25th.
- Request for Police presence during the 5K run. Signage will be placed along the route to direct runners.
- Beer and wine will be served on Friday and Saturday.
- Toilet facilities will be provided at the church, school, and portable toilets.
- Expected attendance will be 100-200 people on Friday and 500-800 people on Saturday.

Legal Considerations, if any: None

Budget Impact: None

Staff Recommendation: The Public Works, Police and Fire Departments reviewed and approved the event. Chief Saunders prefers that streets not be closed for special events, but he acknowledged that this has been common practice for past Oktoberfest events. Staff recommends approval of the Special Event Permit as proposed.