



## Minutes Special Events Task Force Meeting October 5, 2010

Minutes of the Special Events Task Force Meeting held on October 5, 2010  
200 E. 5<sup>th</sup> Street, Tempe Transportation Center, Tempe, AZ 85281

**Meeting convened at 1:02 p.m.**

Jonni Wolfe, Sr. Recreation Coordinator, called the meeting to order and gave opening remarks regarding process and procedure. She made a call to the audience asking if anyone not on the agenda wanted to address the committee. There was no response.

**City Staff Present:** John Ferrin (PD), Fran Santos (PD), Bill Gallauer (PD), David McAllister (Risk Management), Janet Henryson (vendor permitting), Jeff Tamulevich (Development Services), Martin Sparr (Parks), Karl Stephens (ADA Specialist), Chad Holmes, (Recreation), Alicia Stuebner (Recreation), Jonni Wolfe (Recreation), Jodie Garth (Recreation)

**Guests Present:** Brad Myers (ASU Homecoming Block Party), Gary Beckert (ASU Homecoming), James Neal (Mill Ave. Farmers Market), Terri Cranmer (ASU Homecoming), Jessica Schultz (3-Day), Jim Grone (Veteran's Day Parade), Jeff Stottler (Southwest Brewfest), Lyndsay Magne (ASU Foundation), Todd Hanley (Sun Devil Family), Chad Wilford (Fat Tuesday), Andrea Beesley-Brown (Madcap Theaters), Kim Piehl (Maggie's Place), Pete Colantoni (Monster Impound and Recovery), Mike Mullan.

**I. Special Event Liquor Licenses**

- A. Downtown Tempe Community for Film Festival, Friday, October 8, 2010 (730 S. Mill Ave. – Madcap Theatres): Jeff Tamulevich made a motion to approve this liquor license. It was seconded by Alicia Stuebner. It was the consensus of the committee to approve the license.
- B. Downtown Tempe Community for Film Festival, Friday and Saturday, October 15 & 16, 2010 (730 S. Mill Ave. – Madcap Theatres): Jeff Tamulevich made a motion to approve this liquor license. It was seconded by Alicia Stuebner. It was the consensus of the committee to approve the license.

- C. W.P. Carey School of Business at Arizona State University, Saturday, October 30, 2010 (777 S. College Ave.): Chad Holmes made a motion to table this license request because the applicant didn't show up for the meeting or respond to phone messages left by staff over the past 2 weeks. It was seconded by Alicia Stuebner. It was the consensus of the committee to table the request.
- D. Sun Devil Family Charities for Tailgate, Saturday, October 30, November 13, and Friday, November 26, 2010 (6<sup>th</sup> Street Park): Bill Gallauer made a motion to approve this license request. It was seconded by Alicia Stuebner. It was the consensus of the committee to approve the license.

## **II. Approval of Extension of Premises**

- A. There are no applications.

## **III. Events/Licenses for Final Review**

- A. There are no events for final review.

## **IV. Events for Initial Review**

- A. ASU Homecoming, Saturday, October 30, 2010 (city streets): Alicia Stuebner made a motion to approve this event with the stipulation that a site map of the event was received. It was seconded by John Ferrin. It was the consensus of the committee to approve the event with the mentioned stipulation.
- B. Lantern Walk, Friday, October 29, 2010 (A-Mountain): Bill Gallauer made a motion to approve the event with the stipulation that \$135 event and application fee was paid prior to the event. It was seconded by Alicia Stuebner. It was the consensus of the committee to approve the event with the mentioned stipulation.
- C. South Tempe Farmers Market, Saturdays, October 23 – December 18, 2010 (1840 E. Warner Rd. – McClintock Fountains Shopping Center): Chad Holmes made a motion to approve this event. It was seconded by Jeff Tamulevich. It was the consensus of the committee to approve the event.
- D. Making Strides Against Breast Cancer, Saturday, November 6, 2010 (Tempe Beach Park): Chad Holmes made a motion to approve this event. It was seconded by Alicia Stuebner. It was the consensus of the committee to approve the event.
- E. Southwest Brewfest, Saturday, November 6, 2010 (2000 E. Rio Salado Pkwy, Tempe Marketplace): Alicia Stuebner made a motion to approve this event with the stipulation that the fire department approved their site map and all vendors were properly permitted with Tax and License Division. It was seconded by Bill Gallauer. It was the consensus of the committee to approve the event with the mentioned stipulations.
- F. Open Water Swim Series Finale, Saturday, November 6, 2010 (Tempe Town Lake): Chad Holmes made a motion to table this event until the promoter could have more details coordinated. It was seconded by Alicia Stuebner. It was the consensus of the committee to table the event.

- G. Women's Half Marathon, Sunday, November 7, 2010 (Tempe Beach Park): Chad Holmes made a motion to table this event until the promoter could have more details coordinated. It was seconded by Alicia Stuebner. It was the consensus of the committee to table the event.
- H. Veteran's Day Parade, Thursday, November 11, 2010 (Tempe Beach Park and Mill Ave.): Chad Holmes made a motion to approve this event. It was seconded by Alicia Stuebner. It was the consensus of the committee to approve the event.
- I. A Race for Maggie's Place, Saturday, November 13, 2010 (Tempe Arts Park): Jeff Tamulevich made a motion to approve this event. It was seconded by Alicia Stuebner. It was the consensus of the committee to approve the event.
- J. Susan G. Komen Arizona 3-Day for the Cure, Friday – Sunday, November 12-14, 2010 (Benedict Park, various city sidewalks, various neighborhood parks): Chad Holmes made a motion to approve this event with the following stipulations
  - 1-City of Tempe EMS are contracted
  - 2-A police off-duty agreement is submitted
  - 3-All vendors are properly permitted
  - 4-All insurance requirements are metIt was seconded by Alicia Stuebner and it was the consensus of the committee to approve the event with the mentioned stipulations.
- K. Halloween 2010, Saturday and Sunday, October 30 & 31, 2010 (680 S. Mill Ave.-Fat Tuesdays): Chad Holmes made a motion to approve this event with the stipulation that a landlord letter was received and ADA restrooms were properly located. It was seconded by Alicia Stuebner. It was the consensus of the committee to approve the event with the mentioned stipulations.
- L. Farmer's Market, Sundays, October 30, 2010 – May 29, 2011 (6<sup>th</sup> Street Park): Chad Holmes made a motion to approve this event with the stipulation that all insurance requirements were met. It was seconded by Alicia Stuebner. It was the consensus of the committee to approve the event.
- M. Movies in the Park, Fridays, October 1,8,15,22, 2010 (Kiwanis Park): Chad Holmes made a motion to approve this event. It was seconded by Alicia Stuebner. It was the consensus of the committee to approve the event.

**V. Special Event Liquor License associated with a Special Event**

- A. ASU Foundation for Homecoming, Saturday, October 30, 2010 (Old Main Lawn): Alicia Stuebner made a motion to approve this license request with the stipulation that a site map of the event was received. It was seconded by John Ferrin. It was the consensus of the committee to approve the license with the mentioned stipulation.
- B. ASU Fulton School of Engineering for Homecoming, Saturday, October 30, 2010 (Old Main Lawn): Alicia Stuebner made a motion to approve this license request with the stipulation that a site map of the event was received. It was seconded by John Ferrin. It was the consensus of the committee to approve the license with the mentioned stipulation.
- C. ASU Gammage Public Events for Homecoming, Saturday, October 30, 2010 (Old Main Lawn): Alicia Stuebner made a motion to approve this license request with the stipulation that a site map of the event was received. It was seconded by John Ferrin. It was the consensus of the committee to approve the license with the mentioned stipulation.

- D. Luke Greenway American Legion Post 1 for Southwest Brewfest, Saturday, November 6, 2010 (2000 E. Rio Salado Pkwy, Tempe Marketplace): Alicia Stuebner made a motion to approve this license request with the stipulation that the fire department approved their site map and all vendors were properly permitted with Tax and License Division. It was seconded by Bill Gallauer. It was the consensus of the committee to approve the license with the mentioned stipulations.

VI. **Extension of Premise associated with a Special Event**

- A. Fat Tuesday for Halloween, Saturday and Sunday, October 30 & 31, 2010 (680 S. Mill Ave.): Chad Holmes made a motion to approve this extension with the stipulation that a landlord letter was received and ADA restrooms were properly located. It was seconded by Alicia Stuebner. It was the consensus of the committee to approve the extension with the mentioned stipulations.

VII. **Events for Post Review-Other**

- A. Ballet Under the Stars at Arts Park on Sept 24: No problems reported.
- B. Sol Devils Tailgate at Sun Devil Stadium on Sept 25: No problems reported.
- C. Sun Devil Tailgate at 6<sup>th</sup> Street Park on Sept 25: No problems reported.
- D. Sea of Green Event Day at 1301 E. University on Sept 25: No problems reported.
- E. End of Summer Celebration at 1720 E. Broadway on Sept 25: No problems reported.
- F. Play Day at Kiwanis Park on Sept 25: No problems reported.
- G. Oktoberfest at Tempe Beach Park, Oct 1-3: A more extension post review will be done within the next two weeks.
- H. NAMBA Championships at Kiwanis Park, Oct 1-3: No problems reported.
- I. Cars & Guitars at the Library Complex on Oct 2: No problems reported.

Meeting adjourned at 2:09 p.m.

The Committee's next meeting is October 19, 2010 at 1:00pm., at the Tempe Transportation Center, 200 E. 5<sup>th</sup> St.

Prepared by: Jodie Garth  
Reviewed by: Jonni Wolfe

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Jonni Wolfe  
City of Tempe  
Sr. Recreation Coordinator