0103-48-01

AGENDA ITEM 13

DATE 07-22-08

Tempe

**Minutes of the Community Special Events Task Force Meeting held on April 22, 2008, 1:00pm Library Board Room, 3500 S. Rural Road, Tempe, Arizona**

# Minutes
# Community Special Events Task Force Meeting
# April 22, 2008

**City Staff Present:** Deems Shepard (FD), Buck Rogers (PD), Sgt. John Ferrin (PD), Allyson Roesch (PD), Craig Hayton (Parks), John Brusky (Transportation), Kay Savard (Tax & License), Jeff Tamulevich (Signs/Use Permits), Lupe Hernandez (Environmental), Jerry Hall (Recreation), Joe O'Conner (Recreation), Chad Holmes (Recreation), Jonni Wolfe (Recreation), Jared Wilson (Recreation), Michelle Konnath (Recreation), Jodie Garth (Recreation).

**Guests Present:** Kirk Fontara (AZ Cardinals), Cari Belanger-Maas (AZ Cardinals), Rick Knight (AZ Cardinals), Richard "Sarge" Erdmann, Rob Evans & Janet Williams (1700 Curry), Jennifer Lenski (Jen Lenski Marketing), Jonathan Grinder (Tempe Tri), Angie Thornton (PTO-Corona), Peter Calanteri (SWAT), Rebecca Johnson (Y-Me National Breast Cancer Org.)

**Meeting convened at 1:03 p.m.**
Michelle Konnath, Special Event Supervisor, 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 a response from Mr. Richard "Sarge" Erdmann. He asked to speak to the Corona del Sol Event at the time it was presented.

## I. Events for Initial Review

A. Charity Fundraiser for the Foundation, Tuesday, April 29, 2008 (Town Lake Marina): This event application was withdrawn from the Special Event process. Event details do not require it to go before the committee for approval.
B. Cardinals Fan Fest, Saturday, May 3, 2008 (8701 S. Hardy): Buck Rogers made a motion to approve this event with the stipulation that vendors are properly permitted and insurance requirements are met. Jared Wilson seconded the motion. It was the consensus of the committee to approve the event with the mentioned stipulations.
C. Spa Super Sale, Saturday and Sunday, May 10 & 11, 2008 (Tempe Diablo Stadium Parking Lot): Jeff Tamulevich made a motion to approve this event with the stipulation that insurance requirements were met and vendors were properly licensed. It was seconded by Lupe Hernandez. It was the consensus of the committee to approve the event with the mentioned stipulations.
D. Walk to Empower, Sunday, May 11, 2008 (Tempe Beach Park and 5K route): Chad Holmes made a motion to approve this event with the stipulation that insurance requirements were met. It was seconded by Buck Rogers. It was the consensus of the committee to approve the event with the mentioned stipulation.
E. Convergent, Saturday, May 17, 2008 (1700 E. Curry Rd.): This event will return for further review on May 6, 2008.

F. Tempe International Triathlon, Sunday, May 18, 2008 (Tempe Beach Park, Town Lake and surrounding streets): Chad Holmes made a motion to approve this event with the stipulation that a PD off-duty agreement was received, vendors were properly licensed and insurance requirements were met. It was seconded by Craig Hayton. It was the consensus of the committee to approve the event with the mentioned stipulations.
G. Corona del Sol Grad Night, Thursday, May 22, 2008 (Kiwanis Recreation Center): This event will return for final review on May 6th. Richard Erdmann addressed the committee with the following "Grad Night Stipulations" that he would very much like to see required by the event promoters and/or Kiwanis Recreation Center staff. He asked that these stipulations be made a part of the event permit of this event and all future events.
    1. Quiet generators be mandated
    2. Generators will be located away from east neighborhood fence line
    3. Generators will be turned off when not in use and they must be turned off after a reasonable hour (1:00am)
    4. All outdoor activities end at a reasonable hour (1:00am)
    5. East facing doors of the Kiwanis Recreation Center will remain closed at all times and not propped open.

## II. Events Pending Approval of Special Event Liquor Licenses

A. The Art Resource for Convergent event, Saturday, May 17, 2008 (1700 E. Curry Rd.): Buck Rogers made a motion to table this license request. It was seconded by Chad Holmes. It was the consensus of the committee to table the request.

## III. Events for Post Review

A. Customer Appreciation Day at Evolution Motorcycles on April 12: No problems reported.
B. Ironman Triathlon on April 13: Fire Department reported that not all tents were in compliance but the problems were corrected immediately upon notification. Rio Salado Pkwy. was blocked off for an additional 12 hours at the completion of the event. This was an oversight on the part of City staff. North Linear Park hads "stuff" piled up and it was not taken out for a couple of days after completion of event.
C. Insight Fiesta Bowl Thank You Breakfast at Tempe Arts Park on April 15: No problems reported
D. Splash n Dash at Tempe Town Lake on April 17: No problems reported
E. Music Under the Stars at Tempe Arts Park on April 18: No problems reported
F. Wedding and Reception at Kiwanis Sister Cities on April 18: Event Staff reported that the permitted party was very unhappy with the park condition. The grass was soggy due to over watering, tire ruts were in the wet grass area, sand and grass was not picked up and the park looked like a "farm", not like it looked 1 month prior when the location was chosen as the wedding/reception sight.
G. Rotary River Rally at Tempe Town Lake on April 18 & 19: No problems reported
H. Fat Tuesday Music Festival at Fat Tuesday's on April 19: No problems reported
I. Pat's Run at ASU and city streets on April 19: PD reported that this event has outgrown it's traffic plan. The event will have to be restructured next year if the number of participants is expected to be in the range that it was this year. There were reported complaints from Sun Cor residents regarding access.

J. Primavera Festival at Tempe Beach Park on April 20: PD reported an unusual large number of lost children at this event. No other problems reported.

Meeting adjourned at 2:06pm.
The Committee's next meeting is May 6, 2008 at 1:00pm.

Prepared by: Jodie Garth
Reviewed by: Michelle Konnath

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Michelle Konnath
City of Tempe
Special Event Supervisor