MEMORANDUM

TO: Mayor Walker and Councilors

FROM: Stacy Marquardt, Community Development Planner

SUBJECT: **Neighbors Special Event Permit**

DATE: May 22, 2024

Background:

Staff met with the owner of Neighbors to discuss their event for Rum River Festival. He is applying to have his event on Friday, Saturday, and early Sunday (June 7, 8, and 9th) during Rum River Festival. See attached map that shows the fenced in areas with the road closure. Police Chief Frederick and Public Works Director Gerold along with myself met with Joe Holtz, the owner of Neighbors, to go over the logistics. All parties felt that the location on the attached map would be an ideal location for the beer garden and events while limiting the impact on traffic flow and neighboring properties. Assistant Fire Chief Vaccari also approved the request as outlined below.

Mr. Holtz will have to complete the following per City Staff direction:

1. Have exits and entrances to the fenced in area located as noted on the attached map. The entrance must be manned, and IDs checked. There will need to be an identifying feature, such as wristbands, to distinguish minors.

2. The applicant will supply and place a "road closed" sign at the two locations shown on the attached map on 5th Ave N, one sign will be placed north of the event and one south of the event. The applicant will supply reflective barriers on each side of the fence on 5th Ave N as shown on the attached map to warn drivers this area is fenced.

3. The applicant is requesting music be allowed on Friday and Saturday night to end at midnight (ordinance currently allows until 11:00 pm).

4. Outdoor beer sales will conclude at 1:45 am which is in compliance with his approved liquor license.

5. Events will start at 5:00 pm on Friday night and go through Sunday morning. The road will be closed the morning of Friday the 7th through the morning of Sunday the 9th.

Recommendation:

Staff recommends the City Council approves the special event permit with the conditions as outlined above and on the attached application and map.