

FEB 24 2011



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MEMORANDUM

Community Services Department CS11-127

DATE: FEBRUARY 8, 2011

TO: MAYOR AND COUNCIL

THRU: RICH DLUGAS, ACTING CITY MANAGER RD

FROM: MARK M. EYNATTEN, COMMUNITY SERVICES DIRECTOR ME

RE: LICENSE AGREEMENT WITH CHANDLER CHAMBER OF COMMERCE FOR USE OF TUMBLEWEED PARK IN CONJUNCTION WITH THE OSTRICH FESTIVAL

SUBJECT: Approve a License Agreement with Chandler Chamber of Commerce for Use of Tumbleweed Park in Conjunction with the Ostrich Festival from March 11 to March 13, 2011.

BACKGROUND: The Chandler Chamber of Commerce (CCC) organizes, sponsors and conducts the Ostrich Festival using Tumbleweed Park as its event venue. This year's event is proposed to take place on March 11 – 13, 2011 with set up commencing on March 6 and cleanup to be completed by March 15, 2011. As the event has grown in size, scope, duration and attendance it becomes prudent to enter into a license agreement that clearly delineates the role of each entity and the City's expectations regarding planning, layout, operations and clean up.

To that end, the Law Department prepared the attached license agreement with input from Police, Fire, Community Services, Risk Management and the CCC. Key elements in the agreement include:

1. Designation of specific deadlines for the submittal of site plans, emergency plans, vendor requirements and necessary permits.
2. Identification of allowable activities and events.
3. Identification of contact personnel representing each entity involved in oversight of the event.
4. Clarification of the authority of City personnel, specifically Public Safety staff, in event oversight.
5. Identification of event set up and clean up responsibilities.
6. Specification of insurance requirements, limits and naming of the City as an additional insured.

RECOMMENDED MOTION: Staff recommends approval of a license agreement with the Chandler Chamber of Commerce for the use of Tumbleweed Park in conjunction with the Ostrich Festival from March 11 to March 13, 2011.



DATE: February 23, 2011

TO: Mayor and Council

FROM: City Clerk's Office

CC: Rich Dlugas, Acting City Manager

SUBJECT: Item No. 22 – License Agreement with the Chandler Chamber of Commerce

The License Agreement with the Chandler Chamber of Commerce was not available at the time of printing this Agenda.