



\* # 108  
SEP 11 2014  
Chandler  
All-America City  
2010

**MEMORANDUM Management Services Department – Council Memo No.MR15-036**

**DATE:** SEPTEMBER 11, 2014  
**TO:** MAYOR AND COUNCIL  
**THRU:** RICH DLUGAS, CITY MANAGER *RD*  
NACHIE MARQUEZ, ASSISTANT CITY MANAGER *NMM*  
DAWN LANG, MANAGEMENT SERVICES DIRECTOR *AW for DL*  
MATTHEW DUNBAR, REVENUE AND TAX MANAGER *MD*  
**FROM:** BONNIE BODDY, CUSTOMER SERVICE SUPERVISOR *BB*  
**SUBJECT:** SPECIAL EVENT LIQUOR LICENSE  
DOWNTOWN CHANDLER CULTURAL FOUNDATION

**RECOMMENDATION**

Staff recommends Council forward a recommendation for approval of a Special Event Liquor License for Downtown Chandler Cultural Foundation, and further, that approval be given for the City of Chandler Special Event Liquor License.

**DISCUSSION**

An application for a Special Event Liquor License has been submitted by Downtown Chandler Cultural Foundation for the Higher Education Maker Summit Mixer and Expo on Thursday, October 23, 2014 from 5:00 p.m. to 7:00 p.m., located at Chandler Center of the Arts, 250 N. Arizona Ave.

With a Special Event Liquor License, the organization can sell all alcoholic beverages within the confines of the event during the designated event periods.

The Police Department reports no objections to the issuance of this license. The special event liquor fee has been paid; however, as this applicant is a non-profit organization, no sales tax license is required.

**PROPOSED MOTION**

Move for recommendation to the State Department of Liquor Licenses and Control for approval of the Special Event Liquor License, for Downtown Chandler Cultural Foundation on Thursday, October 23, 2014 from 5:00 p.m. to 7:00 p.m., located at Chandler Center of the Arts, 250 N. Arizona Ave., and approval of the City of Chandler Special Event Liquor License.

Attachment: A - Map of Event

Contact/Responsible Party Name:

2014 ASU Maker Summit

Chandler Center for the Arts

Phone Number:

480-727-2335

E-mail:

jackie.terry@chandleraz.gov

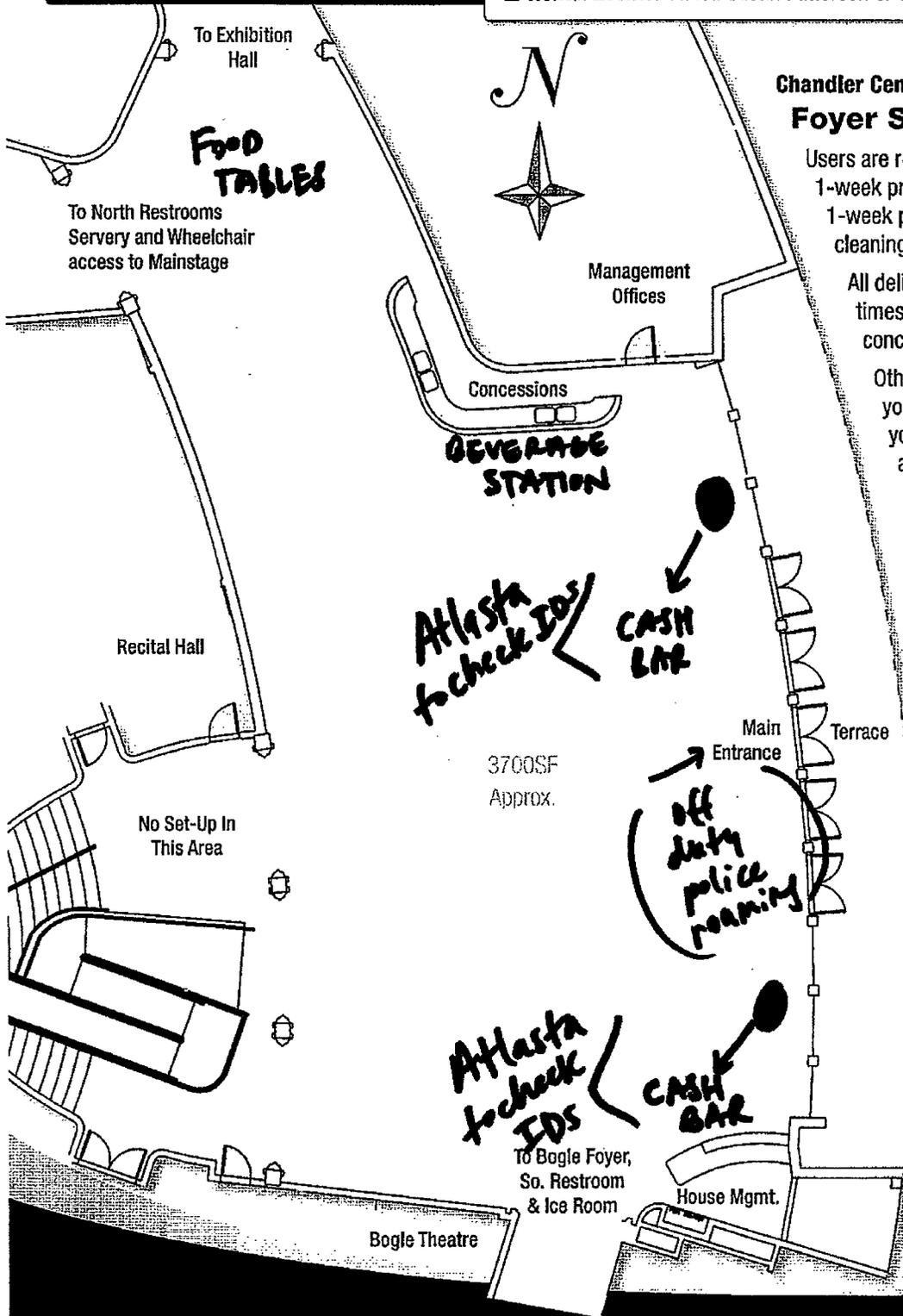
Event Name & Date:

HEMS - 10/23/14

Fax completed set-up plan to:  
480.782.2684

Please check ONE:

- School Events: ATTN: Jimmie Byrd or Jimmie.Byrd@chandleraz.gov
- Rental Events: ATTN: Susan Patterson or Susan.Patterson@chandleraz.gov



Chandler Center for the Arts:  
Foyer Set-up Plan

Users are required to provide a completed plan 1-week prior to event. If a plan is not received 1-week prior, user is responsible for all set-up, cleaning and restoration.

All deliveries must occur within the scheduled times and all items should be removed at the conclusion of the event.

Other events may occur concurrent with your event. Only the spaces confirmed on your approved request form or contract are available.

Equipment Inventory

All equipment is subject to change and availability. Please use map on left to illustrate your needs.

- 22 – 60" Round Tables seats 8 . . . . .
- 28 – 6' Banquet Tables seats 8 . . . . .
- 100 – Chairs . . . . .
- 10 – 24" Hi-Top Tables . . . . .

Check below if needed:

- 1 – Lectern w/Microphone . .
- 1 – Wireless Hand Held Mic .
- 1 – 6' x 6' Screen . . . . .
- 1 – 9' x 12' RP Screen . . . .