



**MEMORANDUM Management Services Department – Council Memo No. MR16-107**

**DATE:** MARCH 17, 2016

**TO:** MAYOR AND COUNCIL

**THRU:** MARSHA REED, ACTING CITY MANAGER *MR*  
 DAWN LANG, MANAGEMENT SERVICES DIRECTOR *DL*  
 MATTHEW DUNBAR, REVENUE AND TAX MANAGER *MD*

**FROM:** BONNIE BODDY, CUSTOMER SERVICE SUPERVISOR *BB*

**SUBJECT:** SPECIAL EVENT LIQUOR LICENSE  
 DOWNTOWN CHANDLER COMMUNITY PARTNERSHIP

**RECOMMENDATION**

Staff recommends Council forward a recommendation for approval of a Special Event Liquor License for Downtown Chandler Community Partnership, 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 Community Partnership for The 17th Annual Chandler Jazz Festival on Friday, April 1, 2016, from 5:00 p.m. until 10:00 p.m., and Saturday, April 2, 2016, from 5:00 p.m. until 10:00 p.m., located at The Library Plaza, 125 E. Commonwealth Avenue.

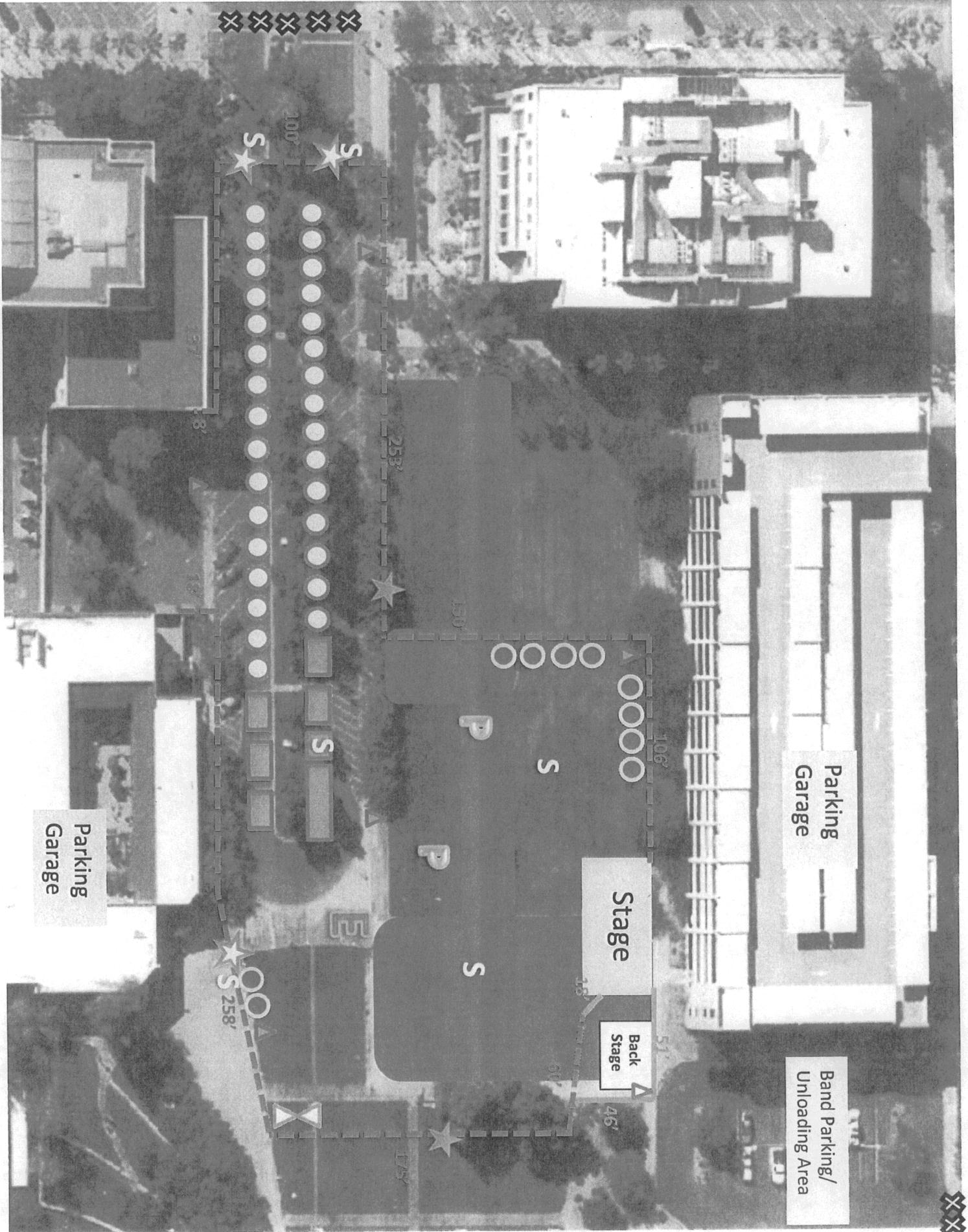
With a Special Event Liquor License, the organization can sell all alcoholic beverages within the confines of the event during the designated event periods.

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 Community Partnership on Friday, April 1, 2016, from 5:00 p.m. until 10:00 p.m. , and Saturday, April 2, 2016, from 5:00 p.m. until 10:00 p.m., located at The Library Plaza, 125 E. Commonwealth Avenue, and approval of the City of Chandler Special Event Liquor License.

Attachment: A - Map of Event



Parking Garage

Band Parking/ Unloading Area

Parking Garage

Stage

Back Stage

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Vendors (10'x10')

- Information, Nonprofits, Merchandise Sales



Sponsor Booths (10'x10')



Food Vendors (10'x20')



Beer/Wine Truck (10' x 40')

- Ticket Redemption and Serving



ID Checks/Beer & Wine Ticket Sales (10'x10')



Event Information Booth



Entrance/Exits



Security Guard



City Staff



Police Officer



Portable Restrooms – 1 ADA/4 Regular/2 hand washing station



Portable Restroom – 1 regular/1 hand washing station



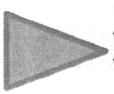
Beer Garden Fencing



Backstage Fencing (provided by City)



Access Closures



Light Towers



Emergency Exit Only