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Title: APPROVING A REQUEST FROM ST. VINCENT CATHOLIC CHURCH FOR USE OF CRA-OWNED PROPERTY AT 1000 CITY CENTER FROM NOVEMBER 16 THROUGH DECEMBER 6, 2015 FOR A HOLIDAY FESTIVAL.

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Attachments: 1. CORRESPONDENCE, 2. APPLICATION, 3. AGREEMENT, 4. MAP, 5. SITE PLAN, 6. BACKGROUND

Date	Ver.	Action By	Action	Result
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TO: Chair and Members of the Board

FROM: Diane Colonna, Executive Director

DATE: May 13, 2015

APPROVING A REQUEST FROM ST. VINCENT CATHOLIC CHURCH FOR USE OF CRA-OWNED PROPERTY AT 1000 CITY CENTER FROM NOVEMBER 16 THROUGH DECEMBER 6, 2015 FOR A HOLIDAY FESTIVAL.

BACKGROUND: St. Vincent Catholic Church is requesting use of the CRA property at 1000 City Center to hold a Holiday Festival. The Church is requesting to use the property from November 16 through December 6, 2015 (21 days) which includes 3 days for set-up and 3 days for break down. The Church is requesting to operate the Holiday Festival for 15 days: November 19 through December 3, 2015. The hours of operation will be 12:00 p.m. to 11:00 p.m. The festival will feature amusement park rides, kiddie rides, food vendors, arts and craft vendors and live entertainment. Harry Placke, St. Vincent Church, indicated that they planned to fence the event.

The CRA Event Policy permits carnival events to operate for a maximum of 14 days or two weekends. It also states that the CRA reserves the right by majority to extend the times of approved events for good cause and it permits the CRA to charge the sponsoring organization additional rent on a pro rata basis for occupying the premises beyond the approved time frame. City Ordinance provides that each event not exceed 15 consecutive days of operation and shall be allowed 3 days for set-up prior to and 3 days for tear down after the event, for a maximum total of 21 days on site.

The amusement rides provider (Hildebrand Rides) will also be required to provide proof of insurance and hold harmless agreements prior to the event as in the past.

RECOMMENDATION: Approval of request for 15 days of operation.

FISCAL IMPACT: \$5,000 event fee, plus additional day at \$357.14. CRA will also be reimbursed for any electrical usage.

CONTACT PERSON: Diane Colonna, Executive Director