

CITY MANAGER'S REPORT
AGENDA ITEM REQUEST
PLANNING & ZONING DEPARTMENT

TO: Edward Lavallee, City Manager

FROM: Roger Clark, Planner 

DATE: February 18, 2014

SUBJECT: Shark's Tooth Festival April 11th-13th
Request for Cost Relief

The Shark's Tooth Festival is scheduled to take place at the airport festival grounds April 11th thru the 13th. This is an ongoing event that is scheduled at this time each year. The event remains consistent with past year's events. There is no requirement for event approval, however the event agreement must be placed on City Council's agenda due to the applicant's request for cost relief.

City staff have met with the applicant to discuss the event and confirm need for city services and required permitting. All permitting is in process and is required to be completed prior to the event. Upon review of costs for city services, the applicant has determined that they desire relief from a portion of the costs associated with the event. An event agreement has been executed by the applicant including a request for relief from event costs in the amount of \$3,234.00. Total costs for city services are estimated at \$6,469.

City Staff Cost Estimates:

Public Works - \$1,045
Police Department - \$1,499
Showmobile - \$125
Solid Waste - \$800
Festival Grounds - \$3,000

An applicant signed Special Event Agreement is attached along with a letter from the event holder in support of their request.

Requested Action

The applicant respectfully requests City Council approval of relief from costs as indicated.