

**AGENDA ITEM EXECUTIVE SUMMARY**

Agenda Item number: 4.a

Title:

Recommendation to Approve Downtown St. Charles Partnership Request for Amplification and Closure of 1st Street to Host Lighting of Lights in the 1st Street Plaza

Presenter:

Chief Keegan

Meeting: Government Services Committee

Date: August 22, 2016

Proposed Cost: \$12,046.78 (PW)

Budgeted Amount: \$

Not Budgeted: **Executive Summary** *(if not budgeted please explain):*

This Special Event application was received on July 14, 2016. The special events committee met with event organizers on Tuesday, July 19th to discuss the details of this event.

The Downtown St. Charles Partnership is requesting to hold the Lighting of the Lights event on Friday, November 25, 2016 at the 1st Street Plaza again this year. The request includes the following:

- Closure of 1st Street from Main St. to the entrance of the parking deck from 4 – 7 p.m.
- Use of amplification/loudspeaker system.

Barricades already reserved for the parade on Saturday can be utilized for the closure and will not add additional costs for their use.

Please note, the Christmas tree sales lot is not requested this year.

Attachments *(please list):*

* Diagram of the event

Recommendation/Suggested Action *(briefly explain):*

Recommendation to approve the Downtown St. Charles Partnership request for amplification and closure of 1st Street to host the Lighting of Lights event in the 1st Street Plaza.

PROPOSED 1ST ST. PLAZA LIGHTING PLAN

