

**NORTH LAS VEGAS CITY COUNCIL
AGENDA ITEM**

Number: **8**

SUBJECT: Application for Special Event Beer permit for A Time In History Incorporated for an event to be held at the Cheyenne Sports Complex on April 27, 2008

REQUESTED BY: A Time In History Incorporated, 4161 South Eastern Avenue, Suite E4, Las Vegas, Nevada, 89119

RECOMMENDATION OR RECOMMENDED MOTION: It is recommended that Council approve the application for Special Event Beer permit for A Time In History Incorporated for an event to be held at the Cheyenne Sports Complex on April 27, 2008 pending approval of the Temporary/Special Event Permit to Meehan and Associates for the festival.

FISCAL IMPACT:

Amount: \$

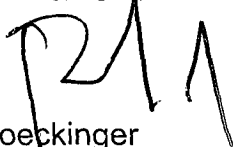
Explanation:

ACCOUNT NUMBER:

STAFF COMMENTS AND BACKGROUND INFORMATION: This application is submitted in relation to an application from Meehan and Associates for a Cinco de Mayo Hispanic Festival to be held at the Cheyenne Sports Complex on April 27, 2008. It is anticipated that the event will have 12,000 attendees. The event promoter, Univision Radio has contracted with Meehan and Associates to supervise the event activities and A Time In History Incorporated to be responsible for alcohol sales. Univision Radio has obtained conditional approval from the City of North Las Vegas, Parks and Recreation Department to utilize the facility for the event and is aware of the request for sale and service of beer. Based upon compliance with Title 5 of the North Las Vegas Municipal Code, except as noted in the motion above, staff recommends approval.

LIST CITY COUNCIL GOAL(S): Economic Development

PREPARED BY:



Phil Stoeckinger
Finance Director

**RESPECTFULLY
SUBMITTED:**



Gregory E. Rose
City Manager

**CITY COUNCIL
MEETING DATE:**

April 2, 2008

6767 W. Tropicana Avenue
Suite 102
Las Vegas, NV 89103
(702) 284-6400
(702) 284-6475 Fax



February 14, 2008

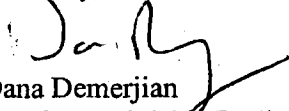
Kim Leavitt
Recreation Supervisor
750 W. Craig Rd. Suite A
N. Las Vegas, NV 89032

Dear Kim,

This is to confirm that our upcoming Cinco de Mayo festival is a Univision Radio Las Vegas event. We have hired Meehan and Associates as producers of the event since they have expertise in this area. We have hired a Time in History (a non profit) to run the beer area. A Time in history purchases the product from Miller and serves the alcohol. They collect the monies as well from this area.

I hope this clarifies the situation. Please don't hesitate to call me with any further questions.

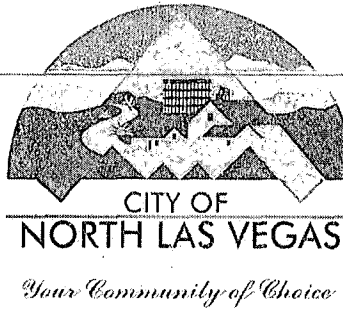
Sincerely,


Dana Demerjian
VP, GM Univision Radio Las Vegas

Mayor
Michael L. Montandon

Council Members
William E. Robinson
Stephanie S. Smith
Shari Buck
Robert L. Eliason

City Manager
Gregory E. Rose



Parks and Recreation Department - Mike Henley, Director

Recreation Division
1638 N. Bruce Street • North Las Vegas, Nevada 89030
Telephone: (702) 633-1607 • Fax: (702) 399-6337 • TDD: (800) 326-6868
www.cityofnorthlasvegas.com

February 7, 2008

Univision Radio
Mr. Dana Demerjian, Vice President
6767 W. Tropicana Avenue, Suite 102
Las Vegas, Nevada 89103

Dear Mr. Demerjian:

Per your request, this letter confirms your reservation of Cheyenne Sports Complex on Sunday, April 27, 2008, with set up to start on Thursday, April 24, 2008 and breakdown to be done Monday, April 28, 2008 by 12:00 p.m.. At this time, I am giving the City's conditional approval for your use of the facility with final permission being withheld until the City receives the appropriate documentation. The documents that the City will require prior to giving final authorization include the following:

- ♦ An original Certificate of General Comprehensive Liability Insurance in a minimum amount of \$1 million/occurrence with the City of North Las Vegas shown as an additional named insured.
- ♦ Approval from appropriate Parks Maintenance personnel (you must meet on-site with Parks Maintenance personnel no later than 1 month prior to your rental date (3/27/08)).
- ♦ Your arrangement for, or a copy of, a current agreement with a First Aid and Rescue Association.
- ♦ A copy of your Business License.
- ♦ A copy of a temporary Special Event Permit.
- ♦ A copy of temporary Alcohol Permit from City of North Las Vegas.
- ♦ A copy of a current contract for security services.
- ♦ A copy of your Disaster and Emergency Plan.
- ♦ A copy of a contract for lighting needs (if applicable).
- ♦ A copy of a Fire Permit.
- ♦ A copy of approved Traffic Control Plan.
- ♦ A copy of a Police Plan for day of event.
- ♦ A copy of your agreement with a local company for the provision of sanitary facilities.

Mr. Dana Demerjian

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- ◆ A copy of the physical layout for your event, specifically where tents, food stations, cars, etc. will be located.
- ◆ Arrangements for grounds clean-up.
- ◆ Check in the amount of \$17,550.00, payable to the City of North Las Vegas 2 weeks prior to event date is required.
- ◆ Check in the amount of \$1,867.00, payable to the City of North Las Vegas is required for the cleaning and damage deposit. This deposit is refundable.
- ◆ Check in the amount of \$1,120.00, payable to the City of North Las Vegas 2 weeks prior to the event for four Parks Maintenance workers at \$35.00 per hour to be onsite the duration of the event.
- ◆ Copy of an agreement to allow the City of North Las Vegas to have a booth space the day of the event.

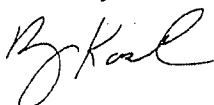
Fees are based on attendance of 12,000+ visitors for a rate of \$225.00 per hour for the duration of your event and set up and breakdown fees are a rate of \$175.00 per hour. We have also included a \$35.00 per hour rate to cover the fees of four Parks Maintenance workers for the eight hours of the event. The refundable cleaning deposit of \$1867.00 can be included with your rental fee, and will be returned based on the condition of the park. This refund would be processed and mailed to you within two weeks of the closing of your event.

All documentation must to be received by the City no later than 30 days prior to your event start date. Additionally, your organization is responsible to assure that all vendors or service providers obtain North Las Vegas business permits and meet Clark County Health Department requirements.

Please be advised that vehicular travel within the park is restricted. The travel, transportation, or placement of all vehicles and temporary structures such as tents, stages, sound systems, and jumpers must be authorized and coordinated with the Parks Maintenance Division.

On behalf of the City, I would like to welcome you to our facility and wish you great success with your event. Please do not hesitate to contact me (633-2490) for additional information or assistance.

Sincerely,



Brooke Kasel
Park Reservations

BK:mh

c: Nancy O'Connor-Bond, Manager, Park Services
Kim Leavitt, Recreation Supervisor

Event Area

North ►

