TWIN FALLS POLICE DEPARTMENT

356 3RD AVENUE EAST
P.O. BOX 3027
TWIN FALLS, ID 83303-3027

TELEPHONE: (208) 735-4357
FAX: (208) 733-0876
www.tfid.org

Date: Monday, April 25, 2011

To: Honorable Mayor and City Council

From: Staff Sergeant Dan McAtee

Request:

Consideration of the Special Events Application submitted by Mark Rivers regarding the Friday Night Market proposed to commence on Friday, May 6, 2011, and continue every Friday evening thereafter through October 28, 2011. Each Market will open at 4:00 p.m. and close at 8:00 p.m.

Time Estimate:

Staff presentation will take approximately five minutes.

The applicant will be in attendance to field any questions that may arise.

Following the presentation, Staff anticipates some time for questions and answers.

Background:

On April 4, 2011, Mark Rivers submitted the attached Special Events Application regarding his request to provide a Friday Night Market to be held on Main Avenue North and West each Friday night from May 6 through October 28, 2011. While Mr. Rivers is still finalizing the event's activities, the Market will consist of vendors selling produce, fresh foods, and food-to-go such as ice cream, sandwiches and finger foods. While at this time the initial Market will not include alcohol sales, subsequent Markets may include wine tasting and beer sales. Mr. Rivers anticipates that the Market will include 10 to 20 tents from which a variety of vendors will sell their products, provide live music and children's activities.

City Staff met and expressed concerns relative to the electrical requirements of the vendors, the level of amplified sound, provision of portable restrooms, and the support of the Main Avenue businesses affected by the event. Mr. Rivers anticipates that no more than four vendors will require power and will bring generators if necessary. Currently, there is no amplified music planned. Finally, Mr. Rivers will arrange for portable restrooms and will be contacting each Main Avenue business regarding the Market.

Given the hours of operation, the audience to which the event will appeal and the absence (at least initially) of alcohol sales and service, security will be the responsibility of the event's sponsors and vendors. If alcohol sales or wine tasting is scheduled for subsequent Friday Night Markets, identification checks and wristbands will be required of the relevant vendor(s).

Approval Process:

Approval by the City Council.

Budget Impact:

While Main Avenue North and West will be closed from Shoshone to Gooding Streets, traffic cones and barriers will be procured and set in place by the event's sponsors and vendors. There will be no budget impact associated with the Council's approval of this request. The application has been reviewed and approved by relevant City Staff.

Regulatory Impact:

The Twin Falls Police Department believes this to be a family-friendly event that is safe for the citizens of our community. In that this event is a work-in-progress and subsequent evenings may include the service of alcohol, those events will be reviewed for security and additional requirements may be imposed.

Conclusion:

Staff recommends that the City Council approve the Special Events Application submitted for the Friday Night Market commencing on Friday, May 6, 2011.

Attachments:

1. Special Events Application and Packet

DRM:aed

CITY OF TWIN FALLS
SPECIAL EVENTS APPLICATION

DATE OF EVENT: Friday Nights ONLY, May 6, 2011 through October 28, 2011

TIME OF EVENT: Start: 4:00pm **End:** 8:00pm

LOCATION OF EVENT (Include business name, if applicable):
Main Street between 2nd Street W and Shoshone Street W

NUMBER OF PEOPLE IN ATTENDANCE: 150 over 4 hours

WILL EVENT OCCUPY A PUBLIC STREET: **Yes:** X **No:** _____
(If yes, please provide diagram of proposal.)

WILL ALCOHOL BE SERVED: **Yes:** X **No:** _____

HAS CATERING PERMIT BEEN SECURED **Yes:** _____ **No:** _____
(If yes, attach copy of permit to application.)

***For the safety of event participants and law enforcement personnel, it is required that paper or plastic containers be used for alcoholic beverages.**

NAME OF APPLICANT	Friday Night Market
ADDRESS	915 W Jefferson Street, Boise, ID 83702
HOME TELEPHONE	N/A
BUSINESS PHONE	208.368.0000
NAME OF RESPONSIBLE PARTY/CONTACT PERSON	Mark Rivers and/or Shelley Bennett
ADDRESS	915 W Jefferson Street, Boise, ID 83702
HOME PHONE	301.346.6000
BUSINESS PHONE	208.368.0000

City of Twin Falls Special Events Application
Page Two

DESCRIPTION OF EVENT:
A Farmers Market in Downtown Twin Falls

I, MARK RIVERS, APPLICANT FOR THE ABOVE EVENT, AUTHORIZE _____ TO APPLY FOR THE PERMIT ON MY BEHALF.

APPLICANT'S SIGNATURE **DATE** 4/4/2011

**** EVENT APPLICATIONS MUST BE SUBMITTED NO LATER THAN 45 DAYS PRIOR TO THE EVENT OR THE PERMIT MAY BE DENIED.**

REVIEWED BY:

DRM 04/14/11	Approved X	Denied _____
Twin Falls Police Department		
04/14/11	Approved X	Denied _____
Twin Falls Fire Department		
4-14-11	Approved X	Denied _____
Parks & Recreation Department		
_____	Approved _____	Denied _____
Urban Renewal		
_____	Approved _____	Denied _____
Building Department		
Amber Reeder	Approved ✓	Denied _____
Planning & Zoning		
_____	Approved X	Denied _____
Information Service		

Additional Information

Vendors:

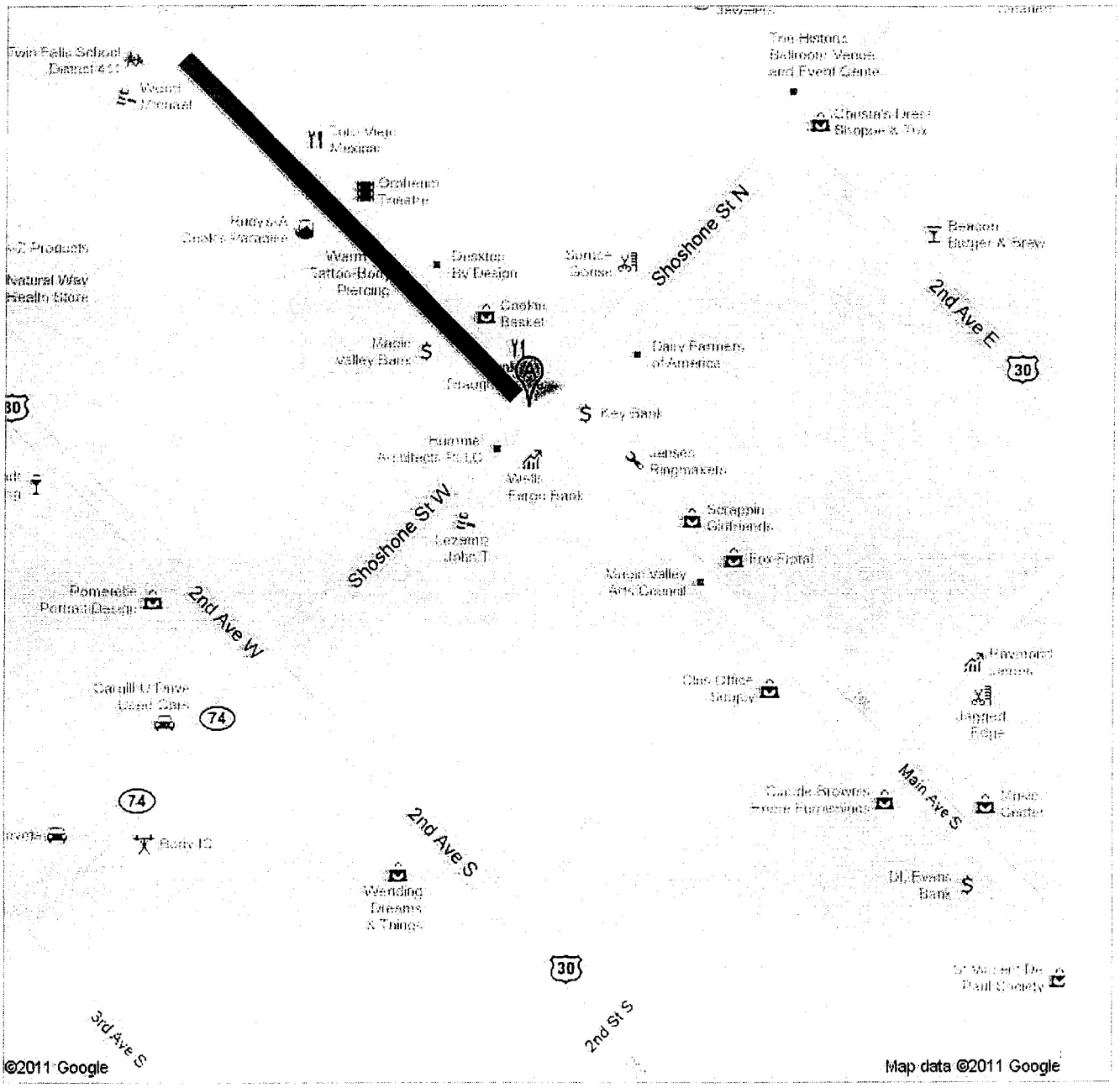
- Projected at approximately 10 to 20, operating with tents and tables
- Market (produce, fresh foods) vendors
- "Food-to-go" (sandwiches, ice cream, and the like, provided by restaurateurs and caterers).
- Wine Tasting

Other Activities:

- Live music (possible radio remote broadcast.)
- Children's activities (painting, games, etc.)
- Outdoor seating area
- Potential beer garden (not in the first few markets; we can discuss potential execution in advance).

Google maps Address **Shoshone St W & Main Ave S**
Twin Falls, ID 83301

Get Google Maps on your phone
Text the word "GMAPS" to 466453



DISCOVER A GRAND NEW TRADITION

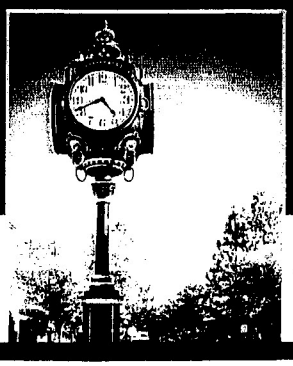
DOWNTOWN TWIN FALLS

FRIDAY NIGHT MARKET

DOWNTOWN TWIN FALLS

food | fresh | fun | flavors | fridays

If you'd like to be a vendor, please contact Shelley Bennett at 208.368.0000 or shelley@brixusa.com, or Sarah Taylor at 208.733.5313.



No vendor rental fees for the first two weeks of the season!

Beginning Friday, May 6

Every Friday thru September, 4pm to 8pm
Live music and great local products

Main Avenue W. at Shoshone

COME SHOP AND PLAY WITH US!

HOSTED BY downtown alive

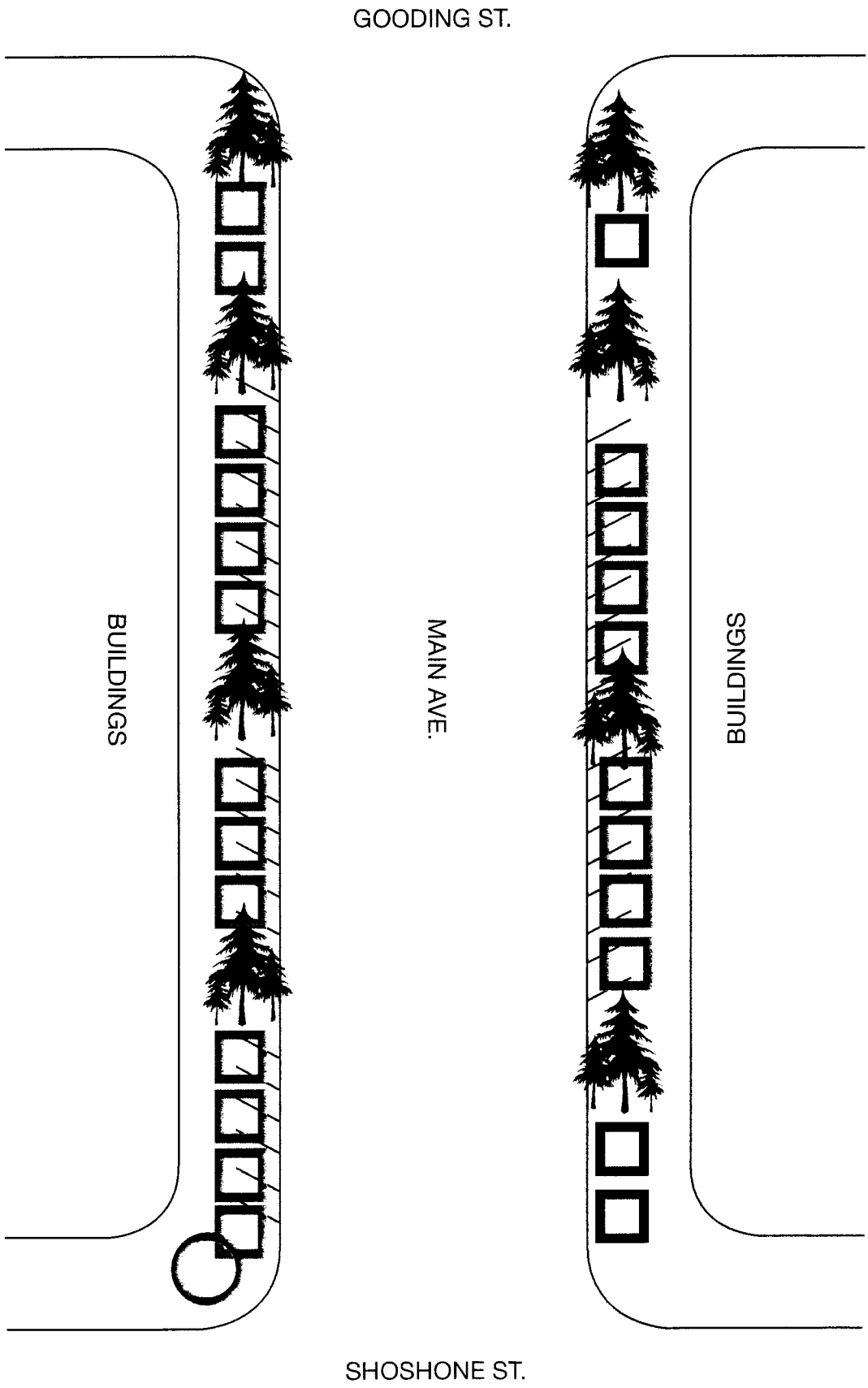
and your friends and neighbors working to make a vibrant Downtown Twin Falls. **www.twindowntown.com**

Dan McAtee - Friday Night Market followup

From: Mark Rivers <mrivers@brixusa.com>
To: <DMCATEE@tfid.org>
Date: 4/14/2011 12:01 PM
Subject: Friday Night Market followup
CC: Melinda Anderson <Manderson@tfid.org>

Hi, Dan. Wanted to reconnect with you on next steps, following our meeting on Monday. (Thanks again for getting together.) By 130p today, I'll send you a diagram of the placement for the vendors for the event. As far as power is concerned, we don't anticipate more than 4 vendors requiring power in total. We'll spread those throughout the program so there is no additional burden on any utilities, including the provision of a generator if needed. Also, there is no planned amplified music. And finally, we'll be circulating a letter of "support" to be signed by the merchants and are aiming to get that back to you by the end of the day tomorrow.

If you have further questions or comments, please let me know. Many thanks, Mark Rivers

TWIN FALLS MARKET MAP

Vendors Seating Area Music