



Legislation Text

File #: 19-574, Version: 1

CITY COUNCIL AGENDA ITEM

ACTION REQUESTED:

Concur with the Special Events Team recommendation to approve re-opening the 2019 Special Events Calendar and issue Special Event and Amplifier permits for the first annual Yuletide Fest and Fair at Naper Settlement scheduled for three weekends in December 2019

DEPARTMENT: City Clerk's Office

SUBMITTED BY: Dawn Portner, Special Events Coordinator

BOARD/COMMISSION REVIEW:

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BACKGROUND:

On December 18, 2018, the City Council approved the 2019 Special Events calendar and designated it as closed to all special events. On May 2, 2019, after the cancellation of the 2019 Christkindlmarket event, the Special Events Team received an application from Star Events for a Yuletide Festival and Fair to be held in December at Naper Settlement. As such, the City Council must direct staff to re-open the calendar for this event to proceed.

DISCUSSION:

The Yuletide Festival and Fair will be held on Thursdays from 5:00 p.m. to 10:00 p.m., Fridays from 2:00 p.m. to 10:00 p.m. and Saturday and Sunday from 11:00 a.m. to 10:00 p.m. on three consecutive weekends in December (5-8, 12-15 and 19-22) at Naper Settlement. The event includes an arts and crafts market, ice sculptures, yule fest activities, live entertainment, and food from local restaurants. The event flyer is attached.

On May 18, 2019, the Special Events Team met with representatives from Star Events to discuss logistics. The Special Events Team, consisting of City staff, Naperville Park District, Naper Settlement, and the Downtown Naperville Alliance (DNA) are recommending approval of this event in concept. Similar to the Council's approval of the Annual Special Events Calendar, this will allow the parties to proceed with planning while the Team continues to meet and review the logistics and determine the appropriate level of City services.

FISCAL IMPACT:

All City services required to support the event will be billed to Star Events.