



Toni Wheeler, City Attorney  
City Hall  
6 East 6<sup>th</sup> Street  
Lawrence, KS 66044

September 29, 2015

Ms. Toni Wheeler,

Thank you for your and Mark's time this morning and for both your efforts to address any concerns pertaining to the joint Chamber and Downtown Lawrence event, Oktoberfest.

Per our conversation, I wanted to formally address the questions specific to the event boundaries. The initial event plans conceptualized the use of the entirety of the Library Lawn, the public right-of-way portion of the Library's adjoining sidewalk as well as the closure of a portion of Vermont Street between 7<sup>th</sup> and 8<sup>th</sup> Streets.

As of September 18, these plans were amended to remove any public right-of-way use, deciding instead to confine the event wholly to the grounds of the Library Lawn. While this effectively eliminated the need for an ordinance to be passed, due to confusion with the permitting process on our end, we inadvertently (and unnecessarily) furthered the request for such an ordinance to the City Commission for approval.

Attached with this letter are the revised plans reflecting that all festivities will be held within a fenced perimeter, wholly confined to the Library Lawn, i.e. no public right of way access will be used or infringed upon during the event. Despite this misstep, we are confident that we have now applied for all other applicable sales and alcohol-related permits at both the local and state level.

We apologize for this procedural error and for the sake of the Commission's time and any related City expense, kindly ask that the ordinance request be removed from the September 29<sup>th</sup> City Commission Meeting Agenda.

Thank you again for your time this morning. Please feel free to reach out to either Sally or myself should there be any further questions or clarifications needed for this event's approval.

Cordially,

Adam Handschy  
Director of Programs &  
Business Development  
The Chamber of Lawrence, KS

Sally Zogry  
Executive Director  
Downtown Lawrence, Inc.

