

# | Agenda Item | cover sheet

for consideration by the Apex Town Council

Item Type: CONSENT AGENDA

Meeting Date: March 24, 2026

## Item Details

Presenter(s): Jamilya Godfrey, Assistant Director - Recreation Programming

Department(s): Parks, Recreation and Cultural Resources

### Requested Motion

Motion to approve the amendments to the Town-Organized Special Events Policy to authorize the Town Manager full authority and discretion to determine which Town events may include alcohol service and which Town events shall remain alcohol free and remove the previously included tiered event structure reference.

### Approval Recommended?

Yes

### Item Details

The proposed revisions to the Town-Organized Special Event Policy remove the previously included tiered event structure and instead rely on the existing application review and evaluation criteria to determine the appropriate level of Town services and approvals for each event.

The update also adds a dedicated alcohol section that clearly outlines when alcohol is allowed at Town-organized events, the approvals required, and the conditions under which alcohol service may occur.

In addition, the proposal grants the Town Manager full authority and discretion to determine which Town events may include alcohol service and which will remain alcohol-free, consistent with Town policies and applicable laws. These changes are intended to simplify the classification of events while strengthening the Town's standards for safe and responsible alcohol service at Town-organized special events.

### Attachments

- CN7-A1: Special Events Policy - Town Organized Events - Updated Version w-Amendments Included
- CN7-A2: Proposed Amendments w-Track Changes - Special Events Policy - Town Organized Events - PLCY-2026-XXX

