

ITEM NO: 4

ROLL CALL

JOINT
NEIGHBORHOOD AND PUBLIC SAFETY ISSUES COUNCIL COMMITTEE
AND
CITY COUNCIL WORK GROUP COMMITTEE

MOVED BY: Fargo SECONDED BY: Kerth DATE: _____

MOTION: Refer to full Council (include comments from this meeting).

| | | AYE | NO | ABSTAIN | ABSENT |
|-----------|----|-----|----|---------|--------|
| FARGO | D1 | ✓ | | | |
| KERTH | D2 | ✓ | | | |
| PANNELL | D8 | | | | ✓ |
| ORTIZ | D5 | ✓ | | | |
| STEINBERG | D6 | ✓ | | | |

NOTES: Comments included: check back with with Police Dept. and ABC re the sale of alcohol for crowds over 3,000; look into having the "no parking" limit around Land Park changed for weekends; posting signs with information, telephone number; having two monitors float among the parks.

SEQUENCE ORDER: 4

REVISED

EXHIBIT D

PILOT PARK EVENT FEE SCHEDULE

| EVENT TYPE (Based on peak attendance) | PARK USE AND SERVICE FEE (Based on peak attendance) | DAMAGE DEPOSIT | STANDARDS (based on peak attendance) | RECOVER- ABLE COSTS |
|--|---|---------------------------|--|--|
| Weddings | \$50.00 per 2 hours | \$100 | Parking and Limousine Coordination. | Deduct from Damage Deposit |
| Amplified Sound Fee | Amplified Sound Fee: \$25.00 an hour Amphitheater Rental Fee: \$50.00 an hour | | Sponsor must provide sound equipment with a noise governor or similar device which per regulations. | |
| Small Event (less than 500 peak attendance) | \$100 a day plus \$10 per every 100 persons over 100. Maximum of \$140.00 Commercial or fundraising fee: \$100 per day Maximum: \$240 a day | \$100 | Up to two security personnel. 1 dumpster (1 and 1/2 yard) per 200 persons. Two chemical toilets per every 200 persons over 300. | Deduct from cleaning deposit any extraordinary staff costs or damages. |
| Mid-size Event (500 to 3000 peak attendance) | \$140 a day plus \$10.00 for every 100 persons over 500 up to a maximum of \$390. Commercial or fundraising fee: \$150 per day Maximum: \$540 a day | \$200 | 2 security personnel plus 1 additional for every 300 persons over 500. 1 dumpster (1 and 1/2 yard) per 200 persons. Two chemical toilets per every 200 persons over 300. | Same |
| Large Event (3000 to 7000 peak attendance) | \$390 a day plus \$10.00 per every 100 persons over 3000 up to a maximum of \$790 a day. Commercial or fundraising fee: \$200 per day. Maximum: \$990 a day | \$350 | One security person per every 350 over 500. 1 dumpster (1 and 1/2 yard) per 200 persons. Two chemical toilets per every 200 persons over 300. | Same |
| Major Event (7000 peak or more) | \$790 per every day plus \$10.00 per every 100 persons over 7000. Commercial or fundraising fee: \$300 per day. | \$500 | One security person per every 350 over 500. 1 dumpster (1 and 1/2 yard) per 200 persons. Two chemical toilets per every 200 persons over 300. | Same |

DRAFT EVENT POLICIES AND PROCEDURES

A. **PURPOSE:** The purpose of these procedures is to provide clear planning, monitoring and enforcement of large events held in specified City parks. These procedures are designed to encourage appropriate festivals while preserving neighborhood values by minimizing the adverse impact of events on public parks and adjacent neighborhoods through advanced planning, scheduling and reservations and public notice.

These procedures will be enacted by the City Council as part of a pilot project to be applied to specified parks. They are intended to be used in conjunction with Title 27 of the Sacramento City Code governing Parks and Recreation Services.

B. **AFFECTED PARKS:** Parks governed by these procedures include: Southside Park, McKinley Park, Land Park, East Portal Park and McClatchy Park. These parks were selected for special mitigating conditions because of their history of uses, types of facilities, and the impacts of events on adjacent residential neighborhoods. These procedures will be effective in these parks for a one year pilot program beginning January 1, 1994.

C. **GENERAL PERMIT POLICIES:**

1. **Special Event Uses:** *An event is defined by the City Code as an assembly of more than 50 persons. These policies apply to events not normally covered by the existing picnic or athletic use regulations except that athletic events or large picnics of 3,000 persons or more shall be considered a special event and shall be subject to these rules.*

2. **Permits Required:** Special events are subject to approval of City permits appropriate to the size and range of activities to be sponsored by the event. The designated City Event Coordinator is responsible for receiving and reviewing permit requests, and for determining the completeness of information in the request. The designated event coordinator shall be responsible for ensuring all applicable permits and procedures and methods of compliance are included in or referenced as part of the park use permit.

a. **Park Use Permit:** Section 27.04.050(a) of the City Code requires project sponsors to apply for a park use permit. The park use permit governs the range of permitted uses which may be approved by the City and the conditions required of the project sponsor for use of public open space.

b. **Amplified Sound Permit:** Section 27.04.050(c) of the City Code requires that an amplified sound permit be obtained for events which will use amplified sound. Amplified sound includes any sound source which is electronically amplified with the exception of personal radios, tape players, tape recorders, record players or televisions which are not audible to a person of normal hearing sensitivity within 100 feet of the source. Amplified sound permits may be issued only in certain parks or park areas (refer to individual park policies). Permits for amplified sound may be issued only in parks not restricted for amplified sound during specified hours. Only one amplified sound source may be active at a time during an event and only during the hours specified by the event.

c. **Fundraising Permit:** Section 27.05.100 of the City Code requires that a fundraising permit be approved for any non-profit organization desiring to raise funds in a City park. *Non-*

profit organizations shall have a current 501(c)3 tax status.

d. Alcohol Permit: As part of the park use permit process, the sponsor of any event which plan to sell or make available alcoholic beverages (including alcoholic beverages provided as part of a ticket or admission price) must contact the City Police Department for a letter of approval. The City Police Department letter of approval must then be submitted to the Alcohol Beverage Control officer for a license. The sponsor must possess the ABC license during the event. In addition, any individual or organization selling alcoholic beverages is required to submit a Certificate of Insurance naming the City of Sacramento as additional insured.

e. Street Closure Permit: If the event involves closures of streets or intersections, approval of the closure must be obtained from the City Police Department and Fire Department and a Street Closure Permit must also be approved. The event sponsor is responsible for obtaining and maintaining appropriate barricades and signage to inform the public and traffic of closed streets.

f. Environmental Health Food Preparation Compliance: Sponsors of events which involve the preparation and distribution of food must provide evidence of compliance with County Environmental Health requirements as part of the park use permit approval process. *The City shall require the sponsor to ensure that food preparation by products such as charcoal, grease and other wastes are properly contained and disposed of.*

g. Fire Prevention Compliance: Sponsors of events shall coordinate with the City Fire Prevention Office for any event activities which may pose a fire or emergency access activity. Depending on the activity, sponsors may be required to obtain a tent permit, bon fire permit, open flame permit, fireworks or pyrotechnic permit and/or approval for a carnival or fair.

3. Application and Reservations: Reservations and applications for park use can be requested during the same calendar year as the event, except that events to be held in January and February of calendar year may be requested in the last quarter of the preceding calendar year in order to allow adequate time for event planning and permit approvals. Application to seek a park use permit and reserve a park shall be made no less than 45 days prior to the requested event date. Tentative reservation of a site may be granted to reserve the site while the permit approval process takes place. Tentative reservation of a site shall not be construed as approval of the park use permit. A permit to use a park is not considered complete until all fees, permits, insurance and other requirements have been submitted and approved. To the maximum extent possible, the City shall work with the event sponsor to approve the permit(s) for use no less than 30 days prior to the planned event date.

Unless otherwise waived by the Event Coordinator, sponsors are responsible for attending at least one pre-event coordination meeting with affected City departments (ex: police, fire, traffic).

It is the City of Sacramento's policy to avoid overuse and over-scheduling of parks. Only one event at a time may be permitted per park to avoid conflicting simultaneous events. The City reserves the right to deny a permit or suggest alternative scheduling or locations for events where park capacity or scheduling problems may occur. In addition, the City may at its discretion work with event sponsors to ensure that only one large or major event occurs in the City at one time in order to avoid overtaxing police, fire department and weekend park monitoring staff capacities. Permits for park use are reserved on a first come first served basis with the exception of historically or culturally significant events which may be granted priority for scheduling on or near the date affiliated with the significance of the celebration.

4. Permit Denial: In accordance with Section 27.06.140 and these policies, park use permits *shall* be denied if there is a history of non-compliance or problems which threaten the health, safety and positive use of park areas. Annual events *shall* not be entitled to assume permit approval particularly if conditions from prior years are breached or outstanding event management problems are still unresolved *or substantial neighborhood complaints remain unresolved*. Permits *shall* also be denied if the sponsor does not comply with these policies or fails to pay the required fees or provide required insurance.
5. Appeals: Section 27.07.150 of the City Code authorizes the City Manager to serve as an appeals officer for decisions on permits. Appeals may be submitted in accordance with this section of the code.
6. Cancellations: In the case of emergency or for reasons beyond the Department's control or for other special circumstances determined to be in the public's interest or for public safety, the City reserves the right to cancel an approved event without liability. Under these circumstances fees will be refunded. Event sponsors may cancel permits at any time, however, the City reserves the right to retain 30% of the park use fee to defray administrative costs. All other fees are refundable.
7. Public Notice, Good Neighbor Policy and Quarterly Event Calendar: The City shall publish a quarterly event calendar regarding events in the pilot parks which shall be made generally available to the public. In the case of an event which is scheduled at such a time as to not meet the timing for publication of the quarterly event calendar, the City and event sponsor shall jointly develop a method to notify affected residents of the upcoming event. In addition, the City will endeavor to work with the neighborhood groups surrounding these parks to develop a "good neighbor policy" to be distributed to event sponsors and posted on the site.
8. Event Appraisal: *Where there are active neighborhood associations (listed on the SCAN registry or Neighborhood Challenge Registry) representing areas in immediate proximity of the park, the City shall send the association president an event evaluation form. Suggestions and input from the adjacent neighborhood shall be taken into account in planning for subsequent events. Suggestions or problems identified by the neighborhood association shall be referred to the sponsor and City representatives for review and comment. In addition, City staff such as the Police and Fire Department and the event sponsor may be requested to submit evaluation forms.*

D. FEES AND DEPOSITS

1. Determining Event Size: The City's designated Event Coordinator shall be responsible for establishing an estimate of total daily attendance and peak attendance for the purpose of event planning. The Coordinator shall use information submitted by the event sponsor, historic counts, advertising and marketing efforts and other appropriate information to establish a reasonable estimate of event size.
2. Fees: Fees to confirm reservations shall be deposited prior to permit approval and no later than 30 days in advance of the event to confirm reservation of the space. Fees are based on the event size and type as listed in Attachment A. The City may waive fees for events which are officially co-sponsored by the City.
3. Conditions of Use and Damage Deposit: Each approved park use permit shall specify the conditions of use including those specified in any associated permits (such as a fundraising permit or amplified sound permit). In addition, each sponsor of a special event shall be

required to post a damage deposit 30 days prior to the event and execute an "Agreement to Clean, Repair and Restore Park" facilities. The damage deposit shall be refunded to the event sponsor within 10 days of the conclusion of the event provided all terms and conditions of the permits and "Agreement to Clean, Repair and Restore Park" facilities have been complied with. In the event damages are incurred, the City may withhold all or a portion of the deposit. The City shall provide the event sponsor with an accounting of damages or description of breach of conditions and shall outline any appropriate remedies the sponsor may undertake to avoid withholdings from the deposit. In the event that the damage exceeds the deposit, the sponsor shall be responsible to pay the additional amount.

E. **INSURANCE AND RESPONSIBILITY REQUIREMENTS:** Event sponsors are required to provide indemnity and insurance to the City as part of the permit approval requirements. *Insurance requirements shall be set by the City Attorney's Office based on the size of the event and relative risk factors associated with the event.*

F. **SPECIFIC CONDITIONS OF USE AND PROCEDURES:**

1. **Security:** Event sponsors are required to provide and pay for security appropriate to the size, risk and activities of the event. Events over 3,000 persons shall submit a written security management plan for approval by the City. Security shall include uniformed personnel and may include a combination of City police force, off-duty officers and private security personnel. The mix of security personnel shall be discussed with the City Police Department to ensure appropriately trained security personnel are assigned relative to the risk and nature of activities. General ratios by event size are:

| <u>Event Size</u> | <u>Ratio of Security Personnel</u> |
|------------------------|--|
| less than 500 persons | 2 security personnel |
| 500 or greater persons | 2 for the first 500 persons and 1 additional security person per every additional 350 persons or part thereof. |

Ratios are based on peak attendance estimates. Peak attendance shall be defined as the greatest number of people attending the event at any single point during the event period. Peak attendance may be derived by either documentation of historic peak attendance or by using a ratio of 70% of total daily attendance. The Chief of Police or his designee may increase the security required above these ratios if security risks of the event so warrant.

2. **Amplified Sound:** Amplified sound is allowed by permit only in designated parks in amphitheaters or the Rose Garden of McKinley Park for weddings. Unless otherwise indicated, permits for amplified sound shall be valid only between sunrise and sunset except in lighted amphitheater areas by permit. In the designated park areas, permits for amplified sound shall be granted only if the project sponsor agrees to secure and utilize sound equipment with a sound governor or equivalent equipment or procedure which attenuates amplified sound to a noise level of 86 dBA at a distance of 25 feet from the noise source or 55 dBA on the nearest adjacent residential property nearest to the sound source. Only one amplified sound permit shall be issued per park in order to avoid simultaneous and conflicting noise sources. *The Event Coordinator or his/her designee shall be responsible for monitoring sound levels and equipment. In the event sound levels exceed these requirements, the Event Coordinator is authorized to "shut down" the amplified noise source.*

3. Alcohol: No sale or consumption of alcohol in parks is permitted in parks which are posted for No Alcohol except by permit in a beer garden area. As a general policy, the City discourages alcohol at events where over 3,000 people are expected. Events of less than 3,000 are required to provide a roped-in designated "beer garden area". No consumption of alcohol should be allowed outside of the designated area. Violations will be reported to the Alcohol Beverage Control Board.
4. Clean-up: Event sponsors shall be required to provide sufficient (additional) large and small trash containers. Event sponsors shall be responsible for clean-up and emptying containers during the event so that containers do not overflow or encourage users to litter. At a minimum, sponsors shall provide one dumpster (1 and 1/2 yard) per every 200 persons. Area of responsibility includes both the event site and near proximity if parking is remote from the event site or located in a neighborhood area. Parks and the adjacent neighborhood area shall be cleaned by sponsor within 24 hours of the close of the event.
5. Convenience Facilities: Event sponsors shall provide chemical toilets at a ratio of two (2) toilets per every 200 participants or part thereof over 300. At least one of the additional chemical toilets shall be handicapped accessible if the permanent restrooms in the park do not provide adequate accessible facilities. The City can assist the sponsor in procuring chemical toilets, however, the sponsor is still responsible for the costs.
6. Banners and Signage: All banners and signage proposed to be displayed shall be detailed in the application for a park use permit. Banners and other signs shall be permitted in the size, location and method of display as approved and specified in the permit. The method of affixing banners and signs shall not deface public property.
7. Maximum Peak Assembly Capacity: Scheduling of events shall take into account the peak assembly capacity of the individual park to avoid potentially dangerous or overcrowded conditions. Where an event has outgrown the capacity of a facility, *the City shall deny the permit for the facility* and work with the event sponsor to locate alternative sites and or modify the event program to meet capacity thresholds.
8. Attendance Count and Monitoring: Event sponsor may be required by the City to provide an accounting of attendance throughout the day with particular attention to an accounting of peak hour attendance.
9. Fundraising and Commercial Operations: Fundraising and commercial operations are allowed in accordance with the City Code. Fund raising activities are allowed only for qualified non-profits (*current 501(c) 3 tax status*) which provide evidence of their current non-profit status to the City.
10. Parking, Vehicle Access and Circulation Plan: In parks located in residential areas, the sponsor may be required by the City to develop a parking management and enforcement plan to discourage illegal parking (in driveways or blocking right-of-ways such as alleys). *Events that require vehicle loading and unloading shall also identify how vehicles will access the park, and whether or not vehicles must drive on turf areas. Only vehicles authorized by the permit shall be allowed to drive in the parks.*
11. City Authorization to Shut Down Event: In accordance with Section 27.07.170 of the City Code the City Manager may act to secure the public peace by closing any park or event which becomes disruptive.

EVENT FEE SCHEDULE TABLE

| 100-1000 | COST | 1000 | 2000 | 3000 | 4000 | 5000 | 6000 |
|----------|-------|-------|-------|-------|-------|-------|-------|
| 0-99 | \$60 | \$190 | \$290 | \$390 | \$490 | \$590 | \$690 |
| 100-199 | \$100 | \$200 | \$300 | \$400 | \$500 | \$600 | \$700 |
| 200-299 | \$110 | \$210 | \$310 | \$410 | \$510 | \$610 | \$710 |
| 300-399 | \$120 | \$220 | \$320 | \$420 | \$520 | \$620 | \$720 |
| 400-499 | \$130 | \$230 | \$330 | \$430 | \$530 | \$630 | \$730 |
| 500-599 | \$140 | \$240 | \$340 | \$440 | \$540 | \$640 | \$740 |
| 600-699 | \$150 | \$250 | \$350 | \$450 | \$550 | \$650 | \$750 |
| 700-799 | \$160 | \$260 | \$360 | \$460 | \$560 | \$660 | \$760 |
| 800-899 | \$170 | \$270 | \$370 | \$470 | \$570 | \$670 | \$770 |
| 900-999 | \$180 | \$280 | \$380 | \$480 | \$580 | \$680 | \$780 |

**EVENT PLANNING
SAMPLE FEE SUMMARY FORM**

(For theoretical event of 3200 persons with 6 hours of music)

I. EVENT DESCRIPTION:

1. Name and Dates of Event: Traditional Rhythms Festival June 1, 1994
2. Project Sponsor Contact and Phone Number:
Josephine Citizen, Chairman, Traditional Drum and Bugle Society, (916) XXX-XXXX
3. Proposed Location:
Land Park Amphitheater and Surrounding Area
4. Describe Event Purpose and Proposed Activities: Concert of traditional drums and bugles from 10:30 am to approximately 5:00. Bag luncheons will be prepared and sold by the Society as a fundraiser. No alcohol will be sold or served.
5. Estimated Peak Daily Attendance: 3200 persons
Estimated Total Daily Attendance: 4500 persons

II. FEES AND CHARGES

1. Park Use Fee \$ 410.00
(Refer to Attached Site for Sliding Fee Schedule Based on Peak Event Size)
2. Fundraising Fee \$ 200.00
50 to 500 person event: \$100 per day
501 to 3000 person event: \$150 per day
3001 to 7000 person event: \$200 per day
7000 plus person event: \$300 per day
3. Amplified Sound Fees \$ 150.00
\$25.00 per hour fee (times number of hours 6)
\$50.00 per hour Amphitheater rental fee
(times number of hours 6) \$ 300.00
- SUB-TOTAL FEES** **\$ 1,060.00**
4. Damage Deposit (Refundable) \$ 350.00
\$100 Small Event (50-500 persons)
\$200 Mid-Size Event (501 to 3000 persons)
\$350 Large Event (3001 to 7000 persons)
\$500 Major Event (more than 7000 persons)



4

NEIGHBORHOOD SERVICES
DEPARTMENT

CITY OF SACRAMENTO
CALIFORNIA

1231 I STREET
SUITE 400
SACRAMENTO, CA
95814-2977

PH 916-264-5200
FAX 916-264-7643

December 15, 1993

NEIGHBORHOOD AND PUBLIC SAFETY ISSUES COMMITTEE
Sacramento, California

Honorable Members in Session:

SUBJECT: Special Events Park Use Study

LOCATION: Citywide.

RECOMMENDATION:

It is recommended that the Neighborhood and Public Safety Issues Committee approve this report and refer it to the full City Council for adoption.

CONTACT PERSON:

**Victor L. Edmisten, Manager
Parks & Recreation North/Central Region, 264-5336**

FOR COMMITTEE MEETING OF: January 6, 1994.

SUMMARY

In April, 1993, the City Council authorized the Neighborhood Services Department to evaluate the present policies and fees regarding the use of City parks for large special events. Neighborhood Services Department staff met with event sponsors, neighborhood representatives and other City and County staff to develop policies and fees associated with park special events. A one-year pilot program at five (5) parks is recommended.

BACKGROUND

During the past several years, use of the City's largest and most popular parks (Southside, William Land, McKinley, McClatchy, and East Portal) for special events has increased. While special event use of parks is generally positive, some of the events have become quite large. In some

Park Special Events Evaluation

December 15, 1993

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instances, events may be inappropriate for the size of the park, its facilities and impacts to the surrounding neighborhood.

The current City park use permit policies have not been updated for many years and do not consider issues resulting from recent increases in the size and number of special events held each year in City parks. Neighborhood complaints have increased regarding sound levels, parking, security, and cleanup. City costs associated with special event support are also a concern and include increased park maintenance, event monitoring and facility repairs as well as police patrol.

The goals of the study were to review the current park use permit process, city cost recovery, park capacity, security, amplified sound, monitoring procedures, and suitability for large events. A working group was established to assist staff in the process. The working group included event sponsors, neighborhood representatives, the Parks and Recreation Citizens Advisory Committee, and City staff including the Police and Fire Departments, Traffic Engineering, Attorney's Office, Convention Bureau, and the County Environmental Health Office. See Exhibit A for a list of working group members.

The working group met several times to discuss the issues and review draft proposals for new policies and fees. Staff also contacted other local government agencies to review permit policies and fee schedules. It became evident when discussing special events with other communities that the concerns and issues were very similar. Exhibit B outlines the proposed policies which includes the following areas:

- Event planning and monitoring
- Amplified sound
- Alcohol
- Clean-up
- Portable Rest Rooms
- Record of Performance

The policies are designed to balance park use with neighborhood sensitivity. Compromise was an important element in developing the proposed policies with the event sponsors and neighbors. Neighbors agreed that special events are positive and important to the City and sponsors wanted to insure that their events are "good neighbors."

Specific policies for the five pilot parks are outlined in Exhibit C. These proposed policies will be applied to the five pilot parks over the next twelve months. Staff will work closely with event sponsors and neighbors to ensure compliance with the new policies. Staff will return to City Council in one year with an evaluation of the pilot program and any suggested modifications. Staff will request Council approval to then extend these event policies to all City parks.

FINANCIAL DATA:

Proposed fees for amplified sound, amphitheater rental park use and service fees, and security deposits are outlined in Exhibit D. Fees were calculated to be consistent with the new picnic reservation fees for smaller events and in a range consistent or below what other jurisdictions in California charge for similar size events (see Exhibit E). The fee structure did take into account the ability of smaller organizations to be able to afford the fees. The event fee structure is organized into three categories: small events (less than 500 total attendance), mid-size events (500 to 3,000 total attendance) and large events (3,000 to 7,000 total attendance). Security, portable rest rooms, and trash container standards are also outlined.

Fees collected for special events will be deposited in existing special recreation accounts and will be used to offset increased costs from the events including additional park maintenance, park maintenance supplies, the event coordinators and monitors. Staff does not propose a complete cost recovery program for special events because it would impact the ability of many sponsors to continue events.

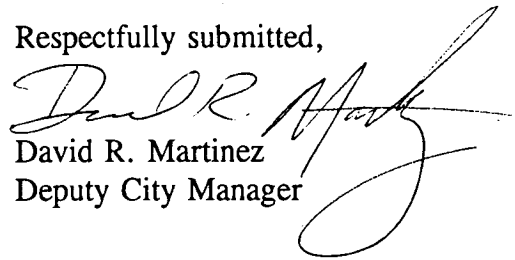
POLICY CONSIDERATIONS

Policy changes include a higher fee structure, limits on amplified sound, and increased responsibility for the event sponsor. The proposed policies and fees are consistent with existing City policy to balance park use with neighborhood sensitivity. New fees reflect a more realistic charge for the value of services and facilities received with the use permit and account for the costs associated with special event park use. The policies will allow special events to continue in City parks with a more uniform and consistent permit process and increased sensitivity to the neighborhoods. A goal of the permit process will be to site the events at appropriate parks and work with event sponsors to insure that events are positive for the community. The proposed one-year pilot program policies are included as Exhibit F.

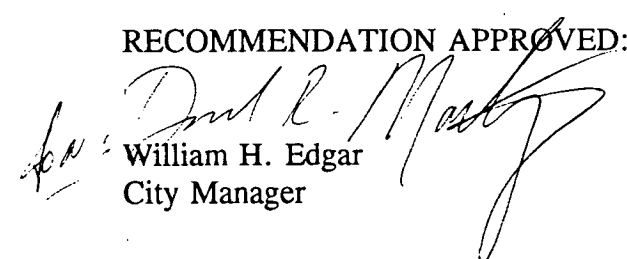
MBE/WBE EFFORTS

No impact on City MBE/WBE goals.

Respectfully submitted,


David R. Martinez
Deputy City Manager

RECOMMENDATION APPROVED:


William H. Edgar
City Manager

**Large Event Study
Committee**

Exhibit A

Margaret Spencer
Sacramento Central Labor Council
2840 El Centro #111
Sacramento, CA 95833

Karolyn Simon
Citizens Advisory Committee
1400 45th Street
Sacramento, CA 95819

Angela Coleman
Egalitarian Caucus
610 23rd Street, #17
Sacramento, CA 95816

Doreen Graczyk
Earth Day Festival
P. O. Box 191628
Sacramento, CA 95819

John Rambo
Lambda Community Center
1931 "L" Street
Sacramento, CA 95814

Patty Pembroke
The Sacramento Bee
2100 "Q" Street
Sacramento, CA 95816

David Rasul
SHRA
600 "I" Street
Sacramento, CA 95814

Kay Overman
733 33rd Street
Sacramento, CA 95816

Cecily Hastings
713 33rd Street
Sacramento, CA 95816

Jeanette Siewierski
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Sacramento, CA 95816

Ron Booker
2100 6th Street
Sacramento, CA 95818

Sandra Samaniego
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Sacramento, CA 95818

Margaret Peterson
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Sacramento, CA 95818

George Bramson
521 "T" Street, Unit D
Sacramento, CA 95818

Harrison Crump
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Sacramento, Ca 95820

Judy Livingston
CLS Sports Inc.
99 Almaden Blvd., #710
San Jose, CA 95113

Tim Potter/Karyn Andrade
Lambda Community
P. O. Box 163654
Sacramento, CA 95816

Manuela Serna
Progresso Inc.
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Sacramento, CA 95816

Karen Hunter
Hunter Business Services
2002 6th Street
Sacramento, CA 95818

Bobbe Dworkis
Sacto. Co. Environ. Mgmt. Dept.
8475 Jackson Road, #240
Sacramento, CA 95826

Anita Jewett
3201 "I" Street
Sacramento, CA 95814

Luree Stetson
Land Park Community Assoc.
1345 3rd Avenue
Sacramento, CA 95818

Linda Whitney, President
SCAN
2515 Capitol Avenue
Sacramento, CA 95816

Steve Cohn
East Sacto. Improv. Assoc.
P. O. Box 19147
Sacramento, CA 95819

Jim Hare
Oak Park Project Area Committee
600 "I" Street, #250
Sacramento, CA 95814

Nancy Cummins
The Downtown District
717 "K" Street
Sacramento, CA 95814

Sharon Blixt
The Sacramento Bee
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Sacramento, CA 95852

Art Ballard
2814 35th Street
Sacramento, CA 95817

Judy Goldbar
Sacramento Convention Center
Org. #4350

Diane Balter
City Attorney's Office
Org. #0500

Gary Little
City Manager's Office
Org. #0310

Lt. John Kane
Sacramento Police Dept.
Org. #2163

Craig Watrous
Fire Department
Org. #2522

Rick Guidara
Neighborhood Services
Department
Org. #4511

Ramon Gibbons
City Traffic Engineering
Org. #3128

David Martinez
Deputy City Manager
Org. #0310

Marie Dixon
Parks & Recreation South
Org. #4581

Esther Sato
Parks & Recreation South
Org. #4581

Victor Edmisten
Parks & Recreation North
Org. #4531

Patti Bisharat
Neighborhood Services
Department
Org. #4511

SPECIAL EVENT POLICIES AND RECOMMENDATIONS

Event Planning and Monitoring

- City shall designate a full-time Event Facilitator as a single point of contact and publish an Event Guidebook which clearly sets forth and consolidates all procedures.
- Establish a maximum visitor limitation for selected parks as part of the pilot policies (ex: Southside Park - 500 participants per net useable acre). Establish options for events which have outgrown their location. Establish attendance number for each event for planning purposes and for establishing fees and damage deposits.
- Advance notice to neighbors regarding events.

Damage Deposits

- Event sponsors shall post a conditionally refundable Damage Deposit. Damages, clean-up costs, costs associated with any breach of conditions of use or other extraordinary City costs may be deducted from the deposit and retained by the City.

General Conditions of Use

- Security: Event sponsors shall be required to provide and pay for security. Recommended security levels for large events are 1 security person per every 300-350 persons over 500 persons. Events over 3,000 persons should submit a written security management plan for approval by the City.
- Amplified Sound: Prohibit amplified sound in neighborhood level parks except City co-sponsored events. Amplified sound allowed in community level and regional level parks with a permit in designated amphitheater. Require permitted amplified sound events to use equipment equipped with a sound governor.
- Alcohol: No sale or consumption of alcohol in parks which are posted for No Alcohol except by permit in a beer garden area. No alcohol should be permitted for events where over 3,000 people are expected. Events of less than 3,000 should require a roped in designated "beer garden area". No consumption of alcohol should be allowed outside of the designated area.

Policies and Recommendations
Page 2

- Clean-up: Event sponsors shall be required to provide sufficient trash containers. Event sponsors should be responsible for clean-up and empty containers during the event so that containers do not overflow or encourage users to litter. Area of responsibility includes both the event site and near proximity. Park to be cleaned by sponsor within 24 hours of the close of the event.
- Convenience Facilities: Event sponsors should provide portable toilets sufficient to accommodate 2 chemical toilets per every 200 participants over 300.
- Record of Performance: Park use permits for large events may be denied in the event a history of non-compliance or problems which threatens the health, safety and positive use of parks area. Annual events should not be entitled to assume permit approval particularly if conditions from prior years are breached or outstanding event management problems are still unresolved.

Exhibit C

INDIVIDUAL PARK POLICIES

A. East Portal Park

No amplified sound permits

Alcohol allowed by permit in specified areas.

Maximum event capacity is 500 persons provided no other uses are permitted in the park (group picnics, athletic events).

B. Land Park

Amplified sound allowed by permit. However, it is the Department's policy to not issue amplified sound permits on Saturdays, Sundays or holidays before 5:00 p.m. This policy is designed to alleviate traffic problems associated with the Land Park area and to uphold agreements with the City Zoo and Fairytale Town so as not to interfere with their programs.

Alcohol allowed by permit in specified areas.

Maximum event capacity is 500 persons per net useable acre.

C. McClatchy Park

Amplified sound allowed by permit.

Alcohol allowed by permit in specified areas.

Maximum event capacity is 500 persons per net useable acre.

D. McKinley Park

No amplified sound permits except in the Rose Garden for weddings approved by permit.

Alcohol allowed by permit.

Maximum event capacity is 300 persons per net useable acre up to a maximum of 3000 attendees. Large and major events are restricted in McKinley Park.

E. Southside Park

Amplified sound allowed by permit.

No alcohol allowed per ABC (as of July 1993 per City Police Department and ABC).

Maximum event capacity is 500 persons per net useable acre. One major event per year.

The City reserves the right to require event sponsors to utilize additional park areas such as O'Neill Field adjacent to the Southside Park, in order to reduce the impact on neighborhood areas.

NOTE: Net useable acreage is determined by deducting committed spaces for booths, exhibits, heavily treed or gardened areas, pools, lakes or other facilities which are not appropriate for general assembly. Event capacity is based on the size of the park, areas available for assembly and other facilities (concurrent uses) in the park. Maximum capacity is based on the average high use saturation levels (500 persons per acre) for group use areas included in the American Institute of Park Executives, Management Aids, Group Use and Picnic Facility Survey. Maximum capacity reflects peak attendance not total daily attendance.

PILOT PARK EVENT FEE SCHEDULE

| EVENT TYPE (Based on peak attendance) | PARK USE AND SERVICE FEE (Based on peak attendance) | DAMAGE DEPOSIT | STANDARDS (based on peak attendance) | RECOVERABLE COSTS |
|---|---|----------------|--|--|
| Weddings | \$50.00 per 2 hours | \$100 | Parking and Limousine Coordination. | Deduct from Damage Deposit |
| Amplified Sound Fee | Amplified Sound Fee: \$25.00 an hour Amphitheater Rental Fee: \$50.00 an hour | | Sponsor must provide sound equipment with a noise governor or similar device which per regulations. | |
| Small Event (less than 500 total attendance) | \$100 a day plus \$10 per every 100 persons over 100. Maximum of \$140.00 Commercial or fundraising fee: \$100 per day Maximum: \$240 a day | \$100 | Up to two security personnel. 1 dumpster (1 and 1/2 yard) per 200 persons. Two chemical toilets per every 200 persons over 300. | Deduct from cleaning deposit any extraordinary staff costs or damages. |
| Mid-size Event (500 to 3000 total attendance) | \$140 a day plus \$10.00 for every 100 persons over 500 up to a maximum of \$390. Commercial or fundraising fee: \$150 per day Maximum: \$540 a day | \$200 | 2 security personnel plus 1 additional for every 300 persons over 500. 1 dumpster (1 and 1/2 yard) per 200 persons. Two chemical toilets per every 200 persons over 300. | Same |
| Large Event (3000 to 7000 total attendance) | \$390 a day plus \$10.00 per every 100 persons over 3000 up to a maximum of \$790 a day. Commercial or fundraising fee: \$200 per day. Maximum: \$990 a day | \$350 | One security person per every 350 over 500. 1 dumpster (1 and 1/2 yard) per 200 persons. Two chemical toilets per every 200 persons over 300. | Same |

LARGE EVENT EVALUATION – COMPARATIVE FEE SUMMARY OF OTHER JURISDICTIONS

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| JURISDICTION | FEES (Based on fees for non-profit sponsors. Most jurisdictions have a higher fee schedule for commercial sponsors) | DEPOSIT |
|-----------------|---|--|
| Sacramento | \$25.00 Fundraising \$10.00 Amplified Sound \$10-15.00 Amphitheatre Southside \$35.00/hour Amphitheatre McClatchy \$10-15.00 Weddings Average Fees per large event add up to \$75 to \$150. | None |
| Long Beach | \$350/hour plus fund raising fee and site use fees (exclusive use of Area III) \$100/day plus fund raising and site use fees (Areas II or III non-exclusive use) \$100 a day plus \$100 deposit for weddings. Site use fees include vehicle entrance of \$3.00 to \$5.00 plus site reservation fee (\$110 to 425 depending on site). | Refundable Deposit varies from site to site. Range is \$100 to \$300. Staff charges are \$10.00 to \$50.00 per hour (Gate attendants, park rangers, etc.) |
| San Luis Obispo | \$120 to \$680 depending on site or anticipated costs. Events are also subject to vehicle entry fees and group picnic rental fees. | Damage Deposit \$25.00 to \$500.00 depending on risk and size of event. |
| Fresno | \$200 to \$600 plus clean-up and security deposits. | Depends on size and risk assessment of event. |

LARGE EVENT EVALUATION – SURVEY OF OTHER JURISDICTIONS

| JURISDICTION (Contact) | TYPES OF EVENTS | TYPES OF FACILITIES | PROCESS | FEES AND DEPOSITS | SECURITY, PARKING, OTHER |
|---|---|--|---|--|---|
| <p>City of Fresno Gordon Clark (209) 498-4915</p> | <p>Concerts in the Park Cinco de Mayo Group Picnics</p> | <p>Large events are only allowed in the two regional parks (100 and 300 acres with controlled parking) or the Downtown Mall (Cinco de Mayo).</p> | <p>Application. Two logistics mtgs. w/ Parks, Police, Health.</p> | <p>\$200 to \$800 for concerts and receptions (based on number of people). Plus clean-up and security costs.</p> | <ul style="list-style-type: none"> - No alcohol except in beer garden. - Parking in controlled access areas. - Clean-up deposit estimated on type and size of event. - Bill for extra security or clean-up - One private security per 100 people for dancing or rock music events. (Security very important since they have had one event which got out of control). |

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| LARGE EVENT EVALUATION – SURVEY OF OTHER JURISDICTIONS | | | | | |
|---|--|--|--|---|---|
| JURISDICTION (Contact) | TYPES OF EVENTS | TYPES OF FACILITIES | PROCESS | FEES AND DEPOSITS | SECURITY, PARKING, OTHER |
| County of San Luis Obispo Pete Jenny 1-805-781-5930 | Concerts, renaissance fairs, festivals, group picnics. | Large events generally only in regional parks | One stop process. See packet. Large events by special permit procedure. | Sliding scale service fee, cleaning/ damage deposit. Insurance requirement (up to \$500,000 liability). Non Commercial Fee: \$35.00 to \$880 or anticipated costs. Commercial Fee: \$60.00 to \$1,150 or anticipated costs. Damage Deposit: \$25.00 to \$500.00 Park Entry Fee per Vehicle. | Alcohol allowed with permit. 1:100 security guard requirement. 1 one and a half yard dumpster per 200 persons 2 chem toilets per every 200 persons over 300 hundred minimum. See amplified sound policy. |
| City of Santa Rosa Eric Jorgensen 707- 524-5115 | Just beginning to look at new policies and procedures re: alcohol and amplified sound. Would be interested in receiving our report. | Group picnics (200 is largest picnic area). Large events go to Sonoma County Regional Parks. | Negotiated case by case. | Normally require security deposit. | No standards. However, they only permit group picnics. They are interested in any policies we develop on amplified sound and drinking. |

| LARGE EVENT EVALUATION – SURVEY OF OTHER JURISDICTIONS | | | | | |
|--|--|--|-------------------------|--|-----------------------------|
| JURISDICTION (Contact) | TYPES OF EVENTS | TYPES OF FACILITIES | PROCESS | FEES AND DEPOSITS | SECURITY, PARKING, OTHER |
| City of Davis | No events in parks | | | | |
| City of Chico | No comparable events | | | | |
| City of Long Beach | Large Festivals (Cambodian Cultural Festival 25,000+) | Use Regional Park for large events. | Special Use Application | <p>Fees: Commercial: \$500.00 to \$1500 per hour. For revenue or fundraising, 10% of gross against \$500 to \$1500/hour up to \$1500 or 3500 per hour (cost depends on location and size).</p> <p>Non-profit: \$350/hour (one site) \$100 day plus site fee (second site)</p> <p>Fundraising: \$1500 to \$2000 per day plus site fees (see attachment).</p> <p>Community Service: No fees, event cost recovery only: \$60.00 per day plus site fees.</p> <p>(See attachment)</p> | |

EVENT POLICIES AND PROCEDURES

A. PURPOSE: The purpose of these procedures is to provide clear planning, monitoring and enforcement of large events held in specified City parks. These procedures are designed to encourage appropriate festivals while preserving neighborhood values by minimizing the adverse impact of events on public parks and adjacent neighborhoods through advanced planning, scheduling and reservations and public notice.

These procedures will be enacted by the City Council as part of a pilot project to be applied to specified parks. They are intended to be used in conjunction with Title 27 of the Sacramento City Code governing Parks and Recreation Services.

B. AFFECTED PARKS: Parks governed by these procedures include: Southside Park, McKinley Park, Land Park, East Portal Park and McClatchy Park. These parks were selected for special mitigating conditions because of their history of uses, types of facilities, and the impacts of events on adjacent residential neighborhoods. These procedures will be effective in these parks for a one year pilot program beginning January 1, 1994.

C. GENERAL PERMIT POLICIES:

1. Special Event Uses: Any special event which involves an assembly of more than 50 persons to celebrate, educate or appreciate music, cultural activities, dances, speeches or other activities not covered by group picnic or athletic field use regulations, except that athletic events or large picnics of 3,000 persons or more shall be considered a special event and shall be subject to these rules.

2. Permits Required: Special events are subject to approval of City permits appropriate to the size and range of activities to be sponsored by the event. The designated City Event Coordinator is responsible for receiving and reviewing permit requests, and for determining the completeness of information in the request. The designated event coordinator shall be responsible for ensuring all applicable permits and procedures and methods of compliance are included in or referenced as part of the park use permit.

a. Park Use Permit: Section 27.04.050(a) of the City Code requires project sponsors to apply for a park use permit. The park use permit governs the range of permitted uses which may be approved by the City and the conditions required of the project sponsor for use of public open space.

b. Amplified Sound Permit: Section 27.04.050(c) of the City Code requires that an amplified sound permit be obtained for events which will use amplified sound. Amplified sound includes any sound source which is electronically amplified with the exception of personal radios, tape players, tape recorders, record players or televisions which are not audible to a person of normal hearing sensitivity within 100 feet of the source. Amplified sound permits may be issued only in certain parks or park areas (refer to individual park policies). Permits for amplified sound may be issued only in parks not restricted for amplified sound during specified hours. Only one amplified sound source may be active at a time during an event and only during the hours specified by the event.

c. Fundraising Permit: Section 27.05.100 of the City Code requires that a fundraising permit be approved for any non-profit organization desiring to raise funds in a City park.

d. Alcohol Permit: As part of the park use permit process, the sponsor of any event which plan to sell or make available alcoholic beverages (including alcoholic beverages provided as part of a ticket or admission price) must contact the City Police Department for a letter of approval. The City Police Department letter of approval must then be submitted to the Alcohol Beverage Control officer for a license. The sponsor must possess the ABC license during the event. In addition, any individual or organization selling alcoholic beverages is required to submit a Certificate of Insurance naming the City of Sacramento as additional insured.

e. Street Closure Permit: If the event involves closures of streets or intersections, approval of the closure must be obtained from the City Police Department and Fire Department and a Street Closure Permit must also be approved. The event sponsor is responsible for obtaining and maintaining appropriate barricades and signage to inform the public and traffic of closed streets.

f. Environmental Health Food Preparation Compliance: Sponsors of events which involve the preparation and distribution of food must provide evidence of compliance with County Environmental Health requirements as part of the park use permit approval process.

g. Fire Prevention Compliance: Sponsors of events shall coordinate with the City Fire Prevention Office for any event activities which may pose a fire or emergency access activity. Depending on the activity, sponsors may be required to obtain a tent permit, bon fire permit, open flame permit, fireworks or pyrotechnic permit and/or approval for a carnival or fair.

3. Application and Reservations: Reservations and applications for park use can be requested during the same calendar year as the event, except that events to be held in January and February of calendar year may be requested in the last quarter of the preceding calendar year in order to allow adequate time for event planning and permit approvals. Application to seek a park use permit and reserve a park shall be made no less than 45 days prior to the requested event date. Tentative reservation of a site may be granted to reserve the site while the permit approval process takes place. Tentative reservation of a site shall not be construed as approval of the park use permit. A permit to use a park is not considered complete until all fees, permits, insurance and other requirements have been submitted and approved. To the maximum extent possible, the City shall work with the event sponsor to approve the permit(s) for use no less than 30 days prior to the planned event date.

Unless otherwise waived by the Event Coordinator, sponsors are responsible for attending at least one pre-event coordination meeting with affected City departments (ex: police, fire, traffic).

It is the City of Sacramento's policy to avoid overuse and over-scheduling of parks. Only one event at a time may be permitted per park to avoid conflicting simultaneous events. The City reserves the right to deny a permit or suggest alternative scheduling or locations for events where park capacity or scheduling problems may occur. In addition, the City may at its discretion work with event sponsors to ensure that only one large or major event occurs in the City at one time in order to avoid overtaxing police, fire department and weekend park monitoring staff capacities. Permits for park use are reserved on a first come first served basis with the exception of historically or culturally significant events which may be granted priority for scheduling on or near the date affiliated with the significance of the celebration.

4. Permit Denial: In accordance with Section 27.06.140 and these policies, park use permits may be denied if there is a history of non-compliance or problems which threaten the health, safety and positive use of park areas. Annual events should not be entitled to assume permit

safety and positive use of park areas. Annual events should not be entitled to assume permit approval particularly if conditions from prior years are breached or outstanding event management problems are still unresolved. Permits may also be denied if the sponsor does not comply with these policies or fails to pay the required fees or provide required insurance.

5. Appeals: Section 27.07.150 of the City Code authorizes the City Manager to serve as an appeals officer for decisions on permits. Appeals may be submitted in accordance with this section of the code.
6. Cancellations: In the case of emergency or for reasons beyond the Department's control or for other special circumstances determined to be in the public's interest or for public safety, the City reserves the right to cancel an approved event without liability. Under these circumstances fees will be refunded. Event sponsors may cancel permits at any time, however, the City reserves the right to retain 30% of the park use fee to defray administrative costs. All other fees are refundable.
7. Public Notice, Good Neighbor Policy and Quarterly Event Calendar: The City shall publish a quarterly event calendar regarding events in the pilot parks which shall be made generally available to the public. In the case of an event which is scheduled at such a time as to not meet the timing for publication of the quarterly event calendar, the City and event sponsor shall jointly develop a method to notify affected residents of the upcoming event. In addition, the City will endeavor to work with the neighborhood groups surrounding these parks to develop a "good neighbor policy" to be distributed to event sponsors and posted on the site.

D. FEES AND DEPOSITS

1. Determining Event Size: The City's designated Event Coordinator shall be responsible for establishing an estimate of total daily attendance and peak attendance for the purpose of event planning. The Coordinator shall use information submitted by the event sponsor, historic counts, advertising and marketing efforts and other appropriate information to establish a reasonable estimate of event size.
 2. Fees: Fees to confirm reservations shall be deposited prior to permit approval and no later than 30 days in advance of the event to confirm reservation of the space. Fees are based on the event size and type as listed in Attachment A. The City may waive fees for events which are officially co-sponsored by the City.
 3. Conditions of Use and Damage Deposit: Each approved park use permit shall specify the conditions of use including those specified in any associated permits (such as a fundraising permit or amplified sound permit). In addition, each sponsor of a special event shall be required to post a damage deposit 30 days prior to the event and execute an "Agreement to Clean, Repair and Restore Park" facilities. The damage deposit shall be refunded to the event sponsor within 10 days of the conclusion of the event provided all terms and conditions of the permits and "Agreement to Clean, Repair and Restore Park" facilities have been complied with. In the event damages are incurred, the City may withhold all or a portion of the deposit. The City shall provide the event sponsor with an accounting of damages or description of breach of conditions and shall outline any appropriate remedies the sponsor may undertake to avoid withholdings from the deposit. In the event that the damage exceeds the deposit, the sponsor shall be responsible to pay the additional amount.
- E. INSURANCE AND RESPONSIBILITY REQUIREMENTS:** Event sponsors are required to provide indemnity and insurance to the City as part of the permit approval requirements.

F. SPECIFIC CONDITIONS OF USE AND PROCEDURES:

1. Security: Event sponsors are required to provide and pay for security appropriate to the size, risk and activities of the event. Events over 3,000 persons shall submit a written security management plan for approval by the City. Security shall include uniformed personnel and may include a combination of City police force, off-duty officers and private security personnel. The mix of security personnel shall be discussed with the City Police Department to ensure appropriately trained security personnel are assigned relative to the risk and nature of activities. General ratios by event size are:

| <u>Event Size</u> | <u>Ratio of Security Personnel</u> |
|------------------------|--|
| less than 500 persons | 2 security personnel |
| 500 or greater persons | 2 for the first 500 persons and 1 additional security person per every additional 350 persons or part thereof. |

Ratios are based on peak attendance estimates. Peak attendance shall be defined as the greatest number of people attending the event at any single point during the event period. Peak attendance may be derived by either documentation of historic peak attendance or by using a ratio of 70% of total daily attendance. The Chief of Police or his designee may increase the security required above these ratios if security risks of the event so warrant.

2. Amplified Sound: Amplified sound is allowed by permit only in designated parks in amphitheaters or the Rose Garden of McKinley Park for weddings. Unless otherwise indicated, permits for amplified sound shall be valid only between sunrise and sunset except in lighted amphitheater areas by permit. In the designated park areas, permits for amplified sound shall be granted only if the project sponsor agrees to secure and utilize sound equipment with a sound governor or equivalent equipment or procedure which attenuates amplified sound to a noise level of 86 dBA at a distance of 25 feet from the noise source or 55 dBA on the nearest adjacent residential property nearest to the sound source. Only one amplified sound permit shall be issued per park in order to avoid simultaneous and conflicting noise sources.
3. Alcohol: No sale or consumption of alcohol in parks is permitted in parks which are posted for No Alcohol except by permit in a beer garden area. As a general policy, the City discourages alcohol at events where over 3,000 people are expected. Events of less than 3,000 are required to provide a roped-in designated "beer garden area". No consumption of alcohol should be allowed outside of the designated area. Violations will be reported to the Alcohol Beverage Control Board.
4. Clean-up: Event sponsors shall be required to provide sufficient (additional) large and small trash containers. Event sponsors shall be responsible for clean-up and emptying containers during the event so that containers do not overflow or encourage users to litter. At a minimum, sponsors shall provide one dumpster (1 and 1/2 yard) per every 200 persons. Area of responsibility includes both the event site and near proximity if parking is remote from the event site or located in a neighborhood area. Parks and the adjacent neighborhood area shall be cleaned by sponsor within 24 hours of the close of the event.
5. Convenience Facilities: Event sponsors shall provide chemical toilets at a ratio of two (2) toilets per every 200 participants or part thereof over 300. At least one of the additional chemical toilets shall be handicapped accessible if the permanent restrooms in the park do not

provide adequate accessible facilities. The City can assist the sponsor in procuring chemical toilets, however, the sponsor is still responsible for the costs.

6. Banners and Signage: All banners and signage proposed to be displayed shall be detailed in the application for a park use permit. Banners and other signs shall be permitted in the size, location and method of display as approved and specified in the permit. The method of affixing banners and signs shall not deface public property.
7. Maximum Peak Assembly Capacity: Scheduling of events shall take into account the peak assembly capacity of the individual park to avoid potentially dangerous or overcrowded conditions. Where an event has outgrown the capacity of a facility, the City shall work with the event sponsor to locate alternative sites and or modify the event program to meet capacity thresholds.
8. Attendance Count and Monitoring: Event sponsor may be required by the City to provide an accounting of attendance throughout the day with particular attention to an accounting of peak hour attendance.
9. Fundraising and Commercial Operations: Fundraising and commercial operations are allowed in accordance with the City Code. Fund raising activities are allowed only for qualified non-profits which provide evidence of their current non-profit status to the City.
10. Parking and Circulation Plan: In parks located in residential areas, the sponsor may be required by the City to develop a parking management and enforcement plan to discourage illegal parking (in driveways or blocking right-of-ways such as alleys).
11. City Authorization to Shut Down Event: In accordance with Section 27.07.170 of the City Code the City Manager may act to secure the public peace by closing any park or event which becomes disruptive.