AGENDA
ACTION ITEM # 2

MEMORANDUM

TO: Commission **DATE:** June 5, 2018

FROM: Rob Fix **COPIES:** Frank Chmelik
Tiffany DeSimone

SUBJECT: Concerts – Private events in Port parks

ACTION REQUESTED

Motion authorizing the Executive Director to enter into agreements with event organizers to close Port parks and hold private events for up to three uses per year.

BACKGROUND

The Port owns and operates several parks and a meetings and events department. Several requests come in each year to close a park to public use and hold a private event. Port staff believes that permitting up to three events per year would provide a positive impact to the local economy with attendees utilizing local hotels, restaurants and possibly recreational facilities while they are in town. Limiting the permitting of such events to a maximum three per year will minimize the impact to the general public.

Because the Port Commission has already approved one event for 2018 and another event has been scheduled with a partial park closure, staff feels these two events should be the test cases for 2018. For the future, the Port may issue an RFP and select the event that will best promote the Port and benefit the local economy.

FISCAL IMPACT

The Port recognizes that it will have some ancillary costs associated with such events. For the 2018 events, the Port will receive a $500 premium and this amount will be increased for future events requiring park closure.

STRATEGIC PURPOSE

To promote Port properties and benefit the local economy.

RECOMMENDATION

Recommend approving action requested.