

City Council Workshop

Agenda Item #2

January 13, 2014

Community Events

Over the years, there have been and will continue to be various events held at numerous locations throughout the City. Some of these events include the Color Run, Art in the Park, Bug Light 5 K, and regional athletic tournaments at Wainwright Farms among many other events. The events run on as little as a few hundred to upwards of 6,000 participants/visitors. The City has seen an increase over the last couple of years on the number of events wanting to locate within the City. The City is once again experiencing the requests as many groups are planning their summer events calendar now.

Many of these events have necessitated City services such as Police, Fire, Public Works and Parks before, during and after the event. Events that require these types of services are charged for employee staff hours, but equipment like trucks, cars, barriers and barrels are not within a fee schedule.

This item is brought forward to discuss the impact these types of services may have on City resources and local neighborhoods.

It should be noted that all of these events that take place within South Portland are events that not only have South Portland residents participating, but residents from other communities and states (example Color Run or a regional sporting event at Wainwright). These events bring new people to our community who in turn may fill-up with gas, eat lunch or dinner, shop or stay in a hotel room; all positive results for the Greater Portland economy.

Both Licensing Administrator Jessica Hanscombe and Parks & Recreation Director Rick Towle have provided background information on events within the Council packet. Both along with Police Chief Ed Googins and Fire Chief Kevin Guimond will be at Monday's workshop to answer any questions.

  
City Manager

<b>Date</b>	<b>Event</b>	<b>Area</b>	<b>Attendance</b>	<b>City Services Required</b>
4/28/2013	Lyme Buddies 5K	Maine Mall Area	350	<b>PW-</b> Cones/Barricade s <b>Police-</b> 2 officers <b>Fire-</b> 1 rescue
4/28/2013	Memorial Middle School 5K	SPHS Track and area	100	<b>NA</b>
5/18/2013	Bug Light Kite Festival	Bug Light Park	1000	<b>Rec-</b> use of park
5/18/2013	SMCC Commencement	SMCC Area	3000	<b>PW-</b> Cones/Barricade s
5/19/2013	Bark for Life	Bug Light Park	150	<b>Rec-</b> use of park
5/27/2013	Memorial Day Parade	Broadway		<b>Police-</b> 7 officers
6/13/2013	Twilight 5K	SMCC Area	2000	<b>Police-</b> hired 2 officers
6/15-6/16/2013	Relay for Life	South Portland High School	1000	NA
6/22/2013	Macys Great American Drive In	Maine Mall	200	NA
7/4/2013	4 <sup>th</sup> of July South Portland	Bug Light	?	<b>Rec-</b> use of park
7/7/2013	Color Run	SMCC Area	5000	<b>Police-</b> 12 officers <b>Fire-</b> 6 EMTs <b>PW-</b> Cones/Barricade s
7/11-8/22/2013	Bug Light Movie	Bug Light	100	<b>Rec-</b> use of park

7/13/2013	Willardfest	Willard Square	600	<b>PW-</b> Cones/barricade s <b>Fire</b> call company sent a truck <b>Police</b> sent a K9 officer <b>Transportation</b> sent a bus
7/20- 7/21/2013	Tri for a Cure	SMCC Campus	3500	<b>Police</b> -12 Officers
7/28/2013	Rotary Spring Point 5K Classic	Bug Light area	300	NA
8/10/2013	Art in the Park	Millcreek Park	?	<b>Rec</b> -use of park <b>PW-</b> barricades/cones
8/18/2013	South Portland Buy Local Bug Light Festival	Bug Light Park	2000	<b>PW-</b> Cones/barricade s <b>Fire</b> call company sent a truck <b>Police</b> sent a K9 officer
9/4/2013	Bug Light Car Show	Bug Light Park	100	<b>Rec</b> -use of park
9/7/2013	Maine Lighthouse Ride	SMCC- Bug Light- Greenbelt	1000	<b>Police</b> - 1 on duty officer
9/14/2013	Strive for 5	Foden Road	400	<b>PW-</b> Cones/Barricade s
9/14/2013	Arbutusfest	Arbutus Ave	60	<b>PW-</b> Cones/Barricade s
9/28/2013	Working Waterfront Day	Bug Light Park	200	<b>Rec</b> - use of park
9/29/2013	NAMI Maine	SMCC	1500	<b>NA</b>

10/13/13	Bug Light 5K	Bug Light	600	<b>PW-</b> cones/barricades <b>Police-</b> 1 officer
10/19/2013	Crusader Challenge 5K	Greenbelt / Bug Light /Millcreek	100	<b>Rec-</b> use of park
10/26/2013	Howl O Ween 5k Walk for Rescue	Greenbelt / Bug Light /Millcreek	40	<b>Rec-</b> use of park
11/11/2013	Veterans Day Parade	Broadway		<b>Police-</b> 7 officers
12/6/2013	Holiday Fest	Millcreek	1000	<b>PW-</b> cones/barricades



**Parks, Recreation & Waterfront**

# Memo

**To: Jim Gailey**

**From: Rick Towle**

**CC: City Council**

**Date: January 10, 2014**

**Re: Mass Gatherings/Large Scale Events Parks**

Each year the Department works with groups to assist with outdoor events hosting participants and visitors alike to recreate in parks throughout the City. Events are diverse in nature which is essential to a healthy recreational community. All events present challenges which are met welcomed as part of the process based upon support from our team of strong Department Heads who support the mission of our agency. The list below represents those events we currently host through the Department to help with the discussion regarding large events in our proud community.

Date	Event	Area	Attendance	City Services
May	Preschool In Park	Mill Creek Park	350	Parks
May	Ultimate Frisbee Tournament	Wainwright Farm Recreation Complex	3500	Parks, Police, EMT
June	Youth Lacrosse Tournament	Wainwright Farm Recreation Complex	1200	Parks
June	Youth Lacrosse Tournament	Wainwright Farm Recreation Complex	1500	Parks
June	Lacrosse Tournament	Wainwright Farm Recreation Complex	3000	Parks
June	Softball Youth Tournament	Wainwright Farm Recreation Complex	850	Parks

June	East Cobb Youth Baseball Tournament	Wainwright Farm Recreation Complex	650	
June	Softball Youth Tournament	Wainwright Farm Recreation Complex	850	
July	Softball Tournament	Wainwright Farm Recreation Complex	650	Parks
July	Men's Baseball Wooden Bat Classic	Wainwright Farm Recreation Complex	350	
July/August	Concerts In The Park	Mill Creek Park	500	Parks
August	SPHS Round Robin Soccer Tournament	Wainwright Farm Recreation Complex	400	

- R. B Hall Day for local live bands at Bug Light Park which would host about 1500 people is one we also have received a request for but are currently waiting to hear back from the City Council before we would approve. Alcohol is not involved but we don't want to double book the site if there are other events possible if a new direction is taken with the park for such events.

**Take Care,**

**Rick Towle  
Director**