

RESOLUTION NO. 2024-04

A RESOLUTION SETTING RULES FOR SPECIAL EVENTS AT CITY OF DOUGLAS PARKS

WHEREAS, the City of Douglas, Wyoming, is the custodian of its parks; and

WHEREAS, Douglas Municipal Code § 5.18.110 provides the City with authority to regulate the time, manner, and place of special events held in its parks; and

WHEREAS, the City of Douglas finds the following rules will protect the welfare and security of its citizens while balancing the historical practice of holding special events in its parks.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF DOUGLAS, WYOMING, that the foregoing recitals are incorporated in and made a part of this resolution by this reference and that the foregoing rules for special events in Douglas, Wyoming parks are adopted and become effective immediately.

Section 1. Definitions.

- (a) **“Public Event”** refers to any gathering, assembly, or function held in a city park that is open to and intended for the general community. Public events typically include activities such as festivals, community celebrations, cultural performances, farmers markets or public meetings.
- (b) **“Private Event”** refers to a gathering, assembly, or function held within a park space that is restricted in attendance, either by invitation or ticketed entry, and is not open to the general public. Private events may include weddings, private parties, or corporate functions.

Section 2. Rules

- (a) Jackalope Square Park. Private Events shall not be allowed in Jackalope Square Park contemporaneously with major community events. Major community events include, but are not limited to, Jackalope Days and the Wyoming State Fair.
- (b) Private Events. Private Events shall be limited to one (1) day in length. Events may start no earlier than 6:00 am MST and must conclude by 10:00 pm MST. A Special Event Permit must be approved by the City Council for events lasting longer than one (1) day. Public Events shall be given priority over Private Events when a conflict arises regarding the scheduling of City park facilities.
- (c) Sporting Events. To the extent possible, the City may provide additional staff for large sporting events if requested by the organizer of the event at least thirty (30) days prior to the start of the event. Fee for additional staff requested at sporting events will be \$250/weekend and \$500/holiday.

PASSED, APPROVED AND ADOPTED this _____ day of _____, 2024.

Kim Pexton, Mayor

Attest:

Mary Nicol, City Clerk