



# *City of Apache Junction*

*Home of the Superstition Mountains*

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DATE: APRIL 2, 2025

TO: HONORABLE MAYOR AND CITY COUNCIL MEMBERS

THROUGH: BRYANT POWELL, CITY MANAGER

FROM: LIZ LANGENBACH, DIRECTOR PARKS & RECREATION

SUBJECT: SPECIAL EVENT PROCESS REVIEW AND ORDINANCE UPDATES

The City's parks and recreation department has taken the lead in working with multiple departments and entities to improve special event processes city-wide. Over the past two years, the following efforts have been made to improve the safety and consistency in events ran throughout the city:

1. Inter-departmental Special Event Task Force created to review and support public and private city-wide special events
2. Special Event applications and processes have been updated
3. A Special Event Handbook has been created to streamline the process for event-planners
4. The city-wide Special Event Liaison role has been added to Parks and Rec Management Analyst, Riley King's, position so that event-planners have one point of contact for assistance

The Special Event Task force has identified items within current special event ordinances to be updated and re-considered, as well as items needing to be included. Staff will share the current event processes in place, current event ordinances, and gauge interest from city council to bring these back for potential changes.

This item will be discussed and brought back at a future date for Direction to Staff.