



City of Apache Junction

Home of the Superstition Mountains

DATE: May 7, 2025

TO: HONORABLE MAYOR AND CITY COUNCIL MEMBERS

THROUGH: BRYANT POWELL, CITY MANAGER

FROM: LIZ LANGENBACH, DIRECTOR PARKS & RECREATION

SUBJECT: REQUEST FOR DIRECTION TO STAFF ON SPECIAL EVENT RELATED ORDINANCES

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 market research on neighboring cities' special event policies and share sections of the city code that have been identified for updates/additions.

Staff request Direction to Staff to review and recommend updates to the city code, related to special event processes.