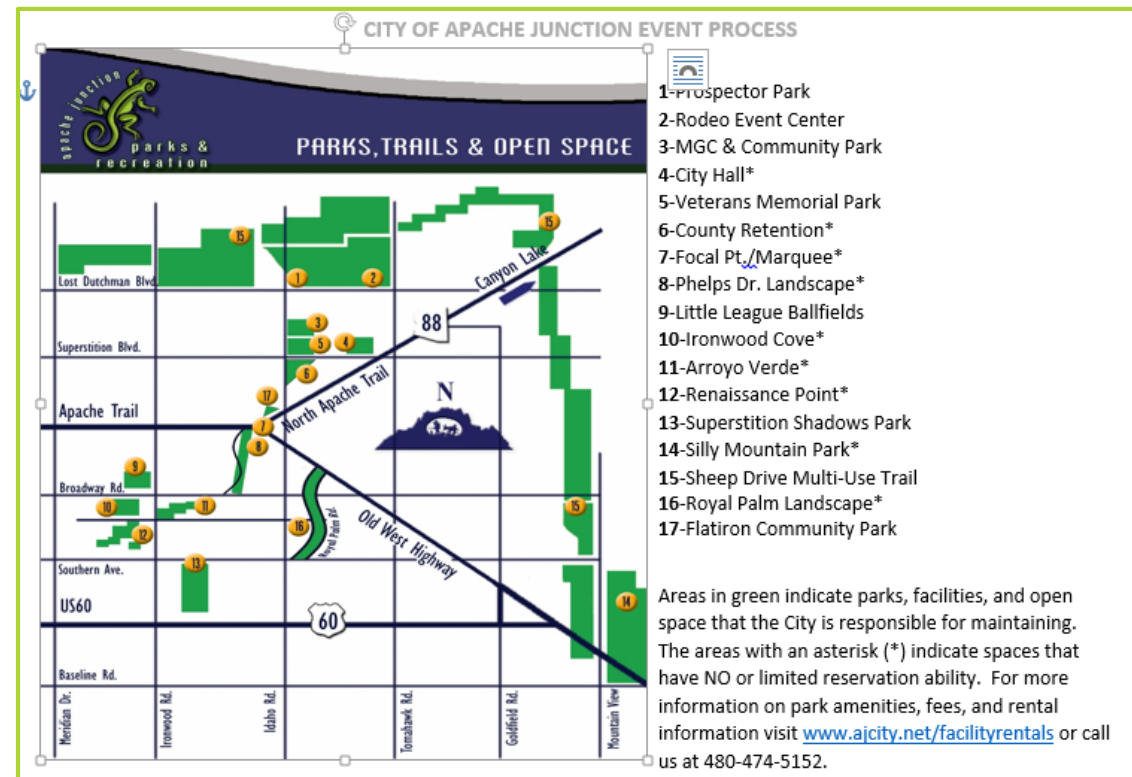




# City of AJ Event Process

# Where is the Event/Activity Location?

- ▶ Event is located at a City of AJ park facility:  
**contact Jeff Kopp**
- ▶ Event is located anywhere else in the City of AJ:  
**contact Al Bravo**



# What type of event is it?

The City Code designates events as being two types:

- ▶ **Civic Event** – City partnered events that are primarily sponsored by another local organization – adopted by City Council with the annual budget
- ▶ **Community Event** – any other event that is sponsored by businesses, non-profits, and private individuals that meet the “Event” definition in the City Code §8-8-2

*Additionally, City departments host many different activities/events that fulfill their specific mission/objectives. For the purposes of the code, they follow the guidelines of a “Community Event” when there are vendors/businesses present*



# Civic Events – 7 Currently Budgeted

- ▶ Lost Dutchman Days Rodeo
- ▶ Lost Dutchman Days Parade
- ▶ Lost Dutchman Marathon
- ▶ Arizona Antique Tractor Show
- ▶ Ben Johnson Days
- ▶ Veterans Day Parade
- ▶ Festival of the Superstitions



# Community Events - Examples

- ▶ **Community Appreciation Day** – Sponsored by businesses; at the AJ News/Lost Dutchman Realty offices parking lot
- ▶ **Farmers Market Days** – Sponsored by Horizon Health at Horizon Health & Wellness' EarthHeart Park
- ▶ **Note:** any City department events that have vendors follow the community event process for business activity





# Event Considerations

## ▶ **Alcohol served or allowed at the event**

- ❖ Some of our park facilities allow for an alcohol permit (gives individuals the ability to BRING and CONSUME alcohol at a park facility)
- ❖ If events would like to sell or provide alcohol they must go through State Liquor License Board/City Council

## ▶ **Food and Non- Alcoholic Beverages**

Perishable/Prepared items are regulated by Pinal County Health Department

## ▶ **Any business activity, promoting, exchanging goods/services for money, etc.**

must follow City Code – See *CITY OF AJ VENDOR PROCESS* information sheet

## ▶ **Other Considerations –**

parking/street access, occupancy standards, sanitation standards, tent and food truck inspections by the fire district, liability insurance, etc

# Event and Permit Fees



There are fees associated with permits, rental of facilities/equipment, and requests for services.

Fees are kept at a minimal competitive rate, regularly compared with the market, and adopted by City Council

Fees are important to help offset operational and maintenance costs

# City Staff are Here to Assist

- ▶ Events at park facilities – contact Jeff Kopp  
[jkopp@ajcity.net](mailto:jkopp@ajcity.net) 480-474-5152
- ▶ Events anywhere else in City – contact Al Bravo  
[abravo@ajcity.net](mailto:abravo@ajcity.net) 480-474-5080
- ▶ Visit [www.ajcity.net/events](http://www.ajcity.net/events)
  - ❖ *Event Process Information Sheet*
  - ❖ *Vendor Process Information Sheet*





QUESTIONS?