



REQUEST FOR COUNCIL ACTION

MEETING DATE: February 7, 2022
PREPARED BY: Tanya Huntley, Recreation Program Specialist
AGENDA ITEM: Maple Grove Days Event – Maple Grove Community Organization

PREVIOUS ACTIONS:

On January 20, 2022 the Maple Grove Parks and Recreation Board approved the Special Use permit and fee waiver request from Maple Grove Community Organization for events during Maple Grove Days 2022.

RECOMMENDED COUNCIL ACTION:

Motion to waive fees associated with related permits and in-kind services for Maple Grove Community Organization during Maple Grove Days, July 13-17, 2022.

COMMENTS:

The Maple Grove Community Organization (MGCO) has requested the following from City Council:

- Waiver of all associated fees required by the city to support Maple Grove Days 2022; fire permits and electrical inspections.
- In-kind services from Police, Fire, Public Works and Building Department to support the event.

MGCO works collaboratively with city departments to provide a well run and safe festival. Each of the following departments provides services that support the event:

- Fire: Emergency Operations Center, on site fire and medical support, weather incident support and response, inspections
- Police: Emergency Operations Center, on site public safety at parade, community center, Town Green and Central Park, incident response for entire event
- Public Works: parade logistics, general event logistics
- Building/Inspections: general event logistics and inspections

Prior to this request the Park Board approved a Special Event Permit application from MGCO on January 20, 2022; which includes:

- Food sales
- Alcoholic beverages sales
- Collecting participation fees
- Novelty item sales
- Offer bingo (pending state license)

The Board also approved fees to be waived for the use of park facilities and amenities during the event; these facilities include: Community Center, Central Park, Town Green, Lakeview Knolls, Rice Lake trails and Weaver Lake Park.

Road closure permits will be approved by the Special Event Review Committee (includes Police, Fire, Public Works/Engineering departments).

ATTACHMENTS:

Attachment A: MGCO request letter