

ORIGINAL IN RED

APPROVED

**City of Stanley
Large Events Workshop
August 14, 2012 – 10:30 am**

The work session was called to order at 10:10 am on Tuesday, August 14, 2012 in the City Office.

IN ATTENDANCE FOR THE CITY:

Mayor Herb Mumford, Council President Steve Botti, Councilwoman Laurii Gadwa, Councilman Lem Sentz and City Clerk/Treasurer Doug Plass.

OTHER ATENDEES:

Dia Therese Danner, Michelle Wetzal, Ellen Libertine, Charlie Thompson, Jan Skrukud and Greg Wallace

LARGE EVENTS:

Mayor Mumford expresses his desire to have criteria that can be given to anyone planning an event in Stanley. He presents the contract that the Braun Brother's Reunion has with the City of Challis and notes some differences and similarities with Stanley. A document prepared by City Police Officer Dave Walls on the 2012 Sawtooth Music Festival is read as well as a letter from the Sawtooth Meditation Chapel Board (both included in minutes). A flip chart is used to organize the discussion. The ideas put forth are as follows:

Issues to be included in large event planning/contract with the City of Stanley:

Compliance with city ordinances including Local Option Taxes

- Possible waivers may be available to allow camping within city limits and to allow vendors to operate without a city business license or temporary vendor's permit.

Security Issues to be addressed by promoter

- Underage drinking
- Trespassing on private property
- Traffic control – including keeping emergency access open at all times
- Maintenance of Event Perimeter
- Preventing misuse, theft and damage of park facilities and infrastructure
- Emergency evacuation provisions and plans

Insurance Coverage (needs development)

- Liability limits
- City versus Event promoter responsibilities

Protection of Facilities

- Private
- Public (City Park, Stanley School, Stanley Airport)

Lighting

- For nighttime or overnight events, lighting should be sufficient for pedestrian security in areas occupied by the event.

Fire Risk

8-14-12 Work Session minutes

- Vegetation – Parking and vehicle travel should be restricted to roads .
- No open fires.
- Access for fire suppression equipment to all areas occupied by event.

Indemnification

- Inspection of facilities by city and event personnel both before and after the event is held.
- Hold harmless clauses for city/event organizers.

Economics

- The economic benefit of the event is to be kept in mind, such as when the event is held, the size of the event, and how the event would impact local businesses.

Camping

- If camping is allowed, there must be limits to the location where it is allowed and how many campsites/persons are permitted.
- Define who controls camping, how fees are to be collected and/or shared.
- Define clearly the security responsibilities for the camping area.

Capacity

- Define event area and perimeter
- Define limits for numbers of persons and vehicles (parking, roads, paths)

Perimeter

- If adjacent areas are to be used such as the School or Airport, event organizers are to provide documentation of agreements with relevant parties.
- Perimeter of the event to be documented with the City.

Traffic Control

- Effects on public highway, driveways, businesses
- Keeping emergency vehicle access open at all times
- Direct vehicles to parking and roads while keeping them off of grass and footpaths.

Cumulative Impacts (Environmental)

- Capacity Limits
- Keep to roadways/pathways. Camping and parking only in designated area.

OTHER BUSINESS:

Council President Botti reports that the liaison officer for the NIMO team for the Halstead Fire is available to brief the council on the fire activity. Council member Gadwa motions to amend the agenda bring the fire officer in after a short break to receive the briefing and to work on emergency planning. Council President Botti seconds. All approved. Motion passes.

The meeting breaks at 11:40 am.

The meeting reconvenes at 12:05 pm.

The Mayor and Council members from the earlier session have remained and are joined by John McLaughlin of the NIMO team, Sandi Coates of Custer County Disaster Services, and Mike Clements of Homeland Security.

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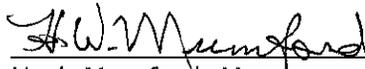
APPROVED

8-14-12 Work Session minutes

The council discusses emergency preparedness. The compilation of a list of critical infrastructure and corresponding power needs is suggested should the area experience an extended power outage. The Council is also encouraged to consider how the City would deal with evacuations both from the surrounding community and also potentially from Stanley itself.

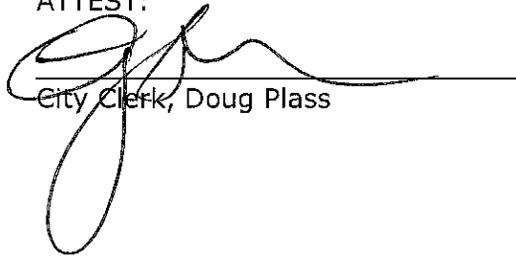
ADJOURNMENT:

The meeting was called to a close at 12:50 pm.

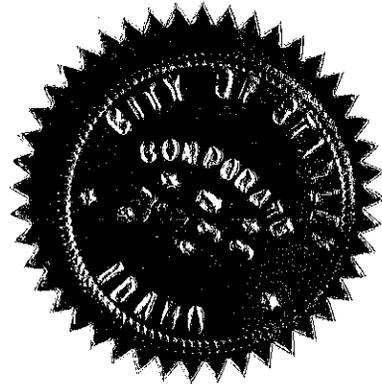


Herb Mumford, Mayor

ATTEST:



City Clerk, Doug Plass



On behalf of the Sawtooth Valley Meditation Chapel, we would like to register our concerns about the City continuing to allow the Sawtooth Music festival to occupy our lovely City Park. Being a neighbor to the park, we have enjoyed sharing the facility with customers who rent the Chapel for their wedding and then rent the park for their reception. This is a win-win situation for the Chapel, City and local businesses as these customers generate income for the local businesses. However, when the city allows music festival customers to camp and park onsite, we are not allowed to offer our facility for rental for our own events. We have struggled to put up with the inconveniences this festival has created for the last several years. However we feel, this year it is time for the City to reevaluate the benefits versus the problems being created during this event.

Since we are a nonprofit organization we struggle every year to generate enough income to make our facility a viable part of this community. This year, the music festival created more problems for us and the community than any benefits derived from it. Here is a list of some our concerns from this year's event.

1. We have lost revenue, due to the fact that we cannot rent the facility for weddings or other events on that Friday and Saturday, due to the noise, traffic congestion, and the problems it creates with us trying to manage our parking lot just for our own guests. We estimate our income loss at over \$1,200, not to mention the expenses we had to pay just to provide security to protect our property. We have to secure the parking lot and keep campers off the property so people coming to the Chapel on Sunday morning for church services can be guaranteed access to our facility.
2. We had to park a motorhome on our property to allow our security personnel a safe place to stay during the night.
3. Before we even had a chance to set up the entire security station, someone attempted to lock their bicycle to our signpost, which made the pole fall over. When we requested that they move the bike, we were told they didn't have a key to the lock.
4. After setting up the security station at the Chapel at 4 pm on Friday, we attempted to drive back down the main road, only to discover traffic was blocking both lanes, all with vehicles attempting to come up the hill, waiting to gain admission. In addition a beer delivery truck was attempting to enter the event at the same time. This created a total hazard, as no emergency vehicles could have gotten up the road.
5. The line of cars waiting to get in was backed up all the way down the hill onto Hwy 21 and cars were blocking access to private and business driveways for well over an hour.
6. In spite of our efforts to block off our driveway and property, we still had cars parked on our property on the grass and along the road outside of our cordoned off area.
7. In the middle of the night, we had an inebriated person drive onto the walkway path (which is not even a roadway) leading from the picnic pavilion

- to the chapel, destroying one of our log parking bumpers and then they attempted to spin around on gravel parking lot trying to find their way out.
8. Later that same night, our security person was startled by a knock on the door to our RV demanding to know if their friends were in there.
 9. There were a number of dogs allowed to run loose and with dog excrement all over the parking lot and grounds, not to mention annoying dog barking all night and into the early morning.
 10. Cars were allowed to park on the fragile environment (not just in designated parking areas). This seems to create a fire hazard when the cars are allowed to park on top of the sagebrush that is touching their mufflers.
 11. There is a lot of smoking (both legal and illegal) and the smokers appear to have a disregard for the sensitive environment here in Stanley, as they were disposing of their cigarette butts along the road and in our parking lot.
 12. When there was a lull in the festival, due to their sound system going down, there were many people loitering and wandering onto our property and attempting to enter the Chapel to use our restroom. Several people were using the sinks in our bathrooms to clean themselves.

Thank you for listening to our concerns. We simply do not have the resources to hire security to patrol and protect our property during an event that has reached this magnitude.

Sincerely,
The Sawtooth Valley Meditation Chapel Board of Directors
Bill Hart, President
Dia Terese, Vice President
Christy Thompson, Secretary/Treasurer
Bob Boren, Member
Jeff Clegg, Member

Observations regarding the Sawtooth Music Festival 2012

The following is a brief synopsis regarding issues from the music festival. I'm going to start out with facts and then conclude with opinion and recommendations.

1. Staffing

Staff members were not visible at night nor were they provided with reflective vests or flashlights. I saw female staff members who were working alone in dark, remote areas of the event.

Opinion/recommendation:

It appeared that the entire event was severely understaffed. The staff members that were present appeared overwhelmed and under-trained. It was presented to me that the event had 'security' staff to "police" the event. The only security staff members that I saw were two individuals whom were wearing yellow shirts and sitting at the concert area entrance table. At no time did I see any staff members or security personnel attending to obvious problems in the camping area.

If this event is to continue, there needs to be readily identifiable staff members present in the area, around the clock during the entire event. They need to be wearing high-visibility safety orange or green t-shirts. Staff teams should always be in pairs, especially females.

2. Lighting

As soon as the music stopped, there was absolutely no lighting anywhere in the event. Staff members were not equipped to deal with low light or no light situations.

Opinion/recommendation:

You cannot have a concert without providing adequate lighting. The organizers need to provide portable stadium lights so that people leaving the concert can see where they're walking. The few walkways that were left through the camping area needed lighting as well. You simply cannot have two to three thousand people stumbling around in the dark. It was lucky that no one was run over and that crimes of opportunity were not committed due to the darkness.

3. Camping

The camping area was disorganized. There were several juvenile drinking parties going on within the area and there was no apparent staff members intervening.

Opinion/recommendation

The camping area was pretty much an anything-goes free-for-all. The only time I saw staff members present was during the initial parking phase and I saw one of the promoters ride through on an ATV passing right by groups of teenagers drinking hard liquor right from the bottle. I contacted a 17 year old male who obviously had alcohol poisoning. I was able to contact and release him to his mother however there were no provisions for the dozens of other drunken juveniles. This is unacceptable and an unreasonable burden for a one-man police dept.

This event has clearly become more about the party atmosphere in the camping area as opposed to the music.

4. Perimeter

The event was not fenced-off or contained in any way except for the immediate concert area. Attendees walked off of the hill in every direction, crossing private property and climbing fences.

Opinion/recommendation:

The entire event, including camping areas need to be fenced off with high visibility construction fencing. Pedestrian traffic needs to be routed through one or two well-marked and well-lit areas. Security staff need to be visible and patrolling the perimeter.

Conclusion:

The event was unsafe. Several changes need to be made in order to make it safe. I understand that an event team cannot stop all juvenile drinking or other bad acts however they can mitigate much of them. I think that the music festival has outgrown the capacity of the park or of the City to host it. The needed changes would cost a lot of money and require extensive planning.

I recommend that the City, through the City Attorney, draft a policy manual for large events that clearly outlines what the City will and will not provide as well as clearly stating the responsibilities of the event promoters. The policy should require registration of all vendors to include tax ID numbers so that the City is able to receive proceeds from the option tax. The event promoters should be required to post a large bond to cover expenses incurred by the City in the event that they don't live up to the City's expectations and the promoter's responsibilities.

As of 5:00 P.M. on Sunday, trash was everywhere in the park and it appeared that the clean-up job to that point was mediocre at best.

Dave Walls
City of Stanley Police Dept.