

(Ordinance Summary published in the Kingman Leader Courier on April 18, 2024 and the full text of the Ordinance made available at www.cityofkingman.com for a minimum of one (1) week from the date of publication.)

ORDINANCE NO. 2126

AN ORDINANCE CREATING ARTICLE FOUR OF CHAPTER XI OF THE CODE OF THE CITY OF KINGMAN, KANSAS, CONCERNING EVENT PERMITS FOR USE OF CITY FACILITIES

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF KINGMAN, KANSAS:

Section 1: Chapter XI, Article 4 of the Code of the City of Kingman shall be created and titled "Event Permits."

Section 2: Section 11-401 of the Code of the City of Kingman, Kansas, shall be created to read as follows:

"11-401. EVENT PERMITS REQUIRED; WHEN.

An Event Permit shall be required in the following instances:

- (a) An event will require the temporary closure of any city street, alley, sidewalk, or other public passageway, or
- (b) An event will utilize any City-owned property, including but not limited to, parks, cemetery, buildings, or airport, or
- (c) An event will require connections to City utilities, or
- (d) An event will be held in conjunction with another City-sponsored event."

Event Permit applications should be submitted at least thirty (30) days prior to the event date. Applications not meeting this time deadline are subject to denial.

Section 3: Section 11-402 of the Code of the City of Kingman, Kansas, shall be created to read as follows:

"11-402. EVENT PERMIT APPLICATION.

Event permit applications will require applicants to provide information relevant to the proposed event, including, but not limited to, the following:

- (a) If proposed event is in conjunction with another City-sponsored event, has the organizer coordinated the event with the City entity responsible for the City-sponsored event
- (b) Plans for refuse collection and clean up after the event.
- (c) Whether alcohol or cereal malt beverage is proposed to be served

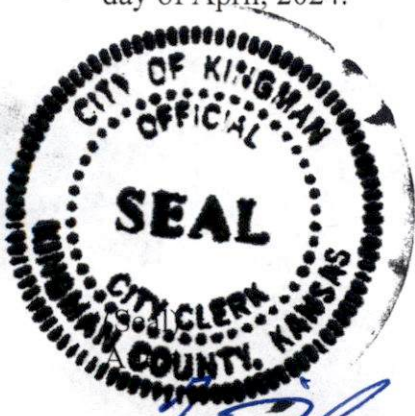


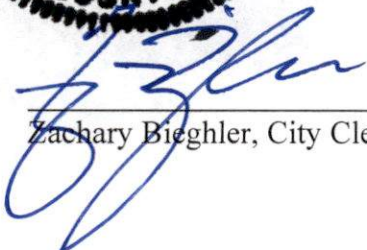
- (d) Whether other applicable permits and/or licenses have been obtained or need to be acquired
- (e) Security plans for events with large expected crowds, service of alcohol, or service of cereal malt beverage
- (f) City facilities proposed to be used for event
- (g) Acknowledgement that the organizer of proposed event will be responsible for any damage to City-owned facilities.
- (h) City staff and/or equipment assistance requested for proposed event
- (i) Specific details on any utility requirements for proposed event
- (j) Streets, alleys, sidewalks, or other public passageways to be closed for proposed event with times listed for closure
- (k) Description of proposed event
- (l) Dates and location of proposed event
- (m) Estimated attendance

Event Permit applications will be reviewed by the City Manager and City staff. The City Manager shall have the authority to approve and deny applications. If a permit is denied, the applicant may request a review by the governing body. Such review request must be made within three (3) business days after the denial. The City Manager shall report approvals and denials to the governing body.

Section 3: This Ordinance shall take effect and be in full force from and after its passage by the Governing Body, approval by the Mayor and publication of the Ordinance or a summary thereof in the official City newspaper.


Approved and passed by the Governing Body of the City of Kingman, Kansas, this 11th day of April, 2024.





Zachary Bieghler, City Clerk

THE GOVERNING BODY OF THE
CITY OF KINGMAN, KANSAS



Sean Wallace, Mayor