

ORDINANCE NO. 2024-005

**AN ORDINANCE AMENDING CHAPTER 316 OF THE CODIFIED ORDINANCES OF THE CITY OF KENT TITLED "SPECIAL EVENTS-PARADES, FESTIVALS, CARNIVALS, PUBLIC ASSEMBLIES, ETC", AND DECLARING AN EMERGENCY.**

**WHEREAS**, the City of Kent wishes to modify Chapter 316 titled "Special Events-Parades, Festivals, Carnivals, Public Assemblies, Etc.", specifically Section 316.03(a) and 316.03(b) of the Codified Ordinances; and

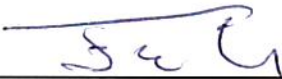
**NOW, THEREFORE, BE IT ORDAINED** by the Council of the City of Kent, Portage County, Ohio:

**SECTION 1.** That Council does hereby amend Chapter 316 titled "Special Events-Parades, Festivals, Carnivals, Public Assemblies, Etc.", specifically Sections 316.03(a) and 316.03(b) of the Codified Ordinances to amend per Exhibit "A", attached hereto and made a part thereof.

**SECTION 2.** That it is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council and that all deliberations of this Council, and of any of its committees that resulted in such formal action, were in meetings open to the public in compliance with all legal requirements of Section 121.22 of the Ohio Revised Code.

**SECTION 3.** That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, and welfare of the residents of this City, for which reason and other reasons manifest to this Council this Ordinance is hereby declared to be an emergency measure and shall take effect and be in force immediately after passage.

PASSED: January 17, 2024  
Date

  
\_\_\_\_\_  
Jerry T. Fiala  
Mayor and President of Council

EFFECTIVE: January 17, 2024  
Date

ATTEST:   
\_\_\_\_\_  
Amy Wilkens, CMC  
Clerk of Council

I, AMY WILKENS, CLERK OF COUNCIL FOR THE CITY OF KENT, COUNTY OF PORTAGE, AND STATE OF OHIO, AND IN WHOSE CUSTODY THE ORIGINAL FILES AND RECORDS OF SAID COUNCIL ARE REQUIRED TO BE KEPT BY THE LAWS OF THE STATE OF OHIO, HEREBY CERTIFY THAT THE FOREGOING IS A TRUE AND EXACT COPY OF *ORDINANCE No.* 2024 00, ADOPTED BY THE COUNCIL OF THE CITY OF KENT ON January 17, 2024

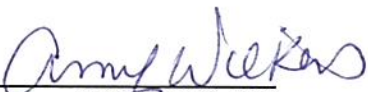
  
\_\_\_\_\_  
AMY WILKENS, CMC  
CLERK OF COUNCIL

EXHIBIT "A"

**316.03 GENERAL CONSIDERATIONS FOR ISSUANCE OF SPECIAL EVENT PERMITS.**

(a) Special event permits for periods of greater than three hours duration shall be reviewed and approved by the City Council, **but will not require City Council approval if the event has been conducted in previous years, and does not require additional substantial dedication of city resources, equipment, or personnel than was needed in previous years.**

(b) Applications for special event permits shall be made not greater than one year in advance, nor less than **forty-five** ~~thirty~~ days in advance.

(c) Special event permit applicants shall meet with the City Manager or his/her designate to develop a plan which will comply with all mandatory provisions of this chapter. Said meeting shall be held sufficiently in advance to provide for review and approval by the City Council. Said plan will not be approved and binding until final City Council approval.

(d) The plan developed through said meeting shall consider all criteria identified in the provisions of this chapter, and shall be reduced to writing in the form of a Memorandum of understanding, to be forwarded with all other required documents for City Council review.

(e) Parades or events of less than three hours duration shall be similarly reduced to a memorandum of understanding, but will not require City Council approval if the event has been conducted in previous years, and does not require a substantial dedication of city resources, equipment, or personnel **than was needed in those previous years..**

(f) Any event which is sponsored by a for-profit organization shall be presented for City Council approval, and all expenses of the city in support of the event shall be paid by the sponsor. City costs of for-profit events by non-profit organizations shall be paid by the sponsor. City costs of events which have a coordination of for-profit and non-profit vendors and/or booths, rides, or attractions may be split equally between the city and the sponsor. City costs of non-profit events by non-profit organizations with only non-profit vendors may be paid by the city. Non-profit status shall require provision of documentation and financial statements. A determination of the city's share of additional expenses brought about by the issuance of a special event permit shall be determined by City Council at the time the event is brought before it for approval.

(g) The City Council may require any other reasonable conditions beyond those provided for in any memorandum of understanding which it reasonably feels are necessary for the safe, efficient and proper use of city rights-of-way and other city resources.