

- 1 (b) The event is sponsored by an entity that has all or a portion of a park within the Park District
2 under lease or contract entered into only after a competitive selection process;
- 3 (c) The event is held in a River Market Pavilion pursuant to the protocols established by the Little
4 Rock Advertising & Promotion Commission and the Little Rock Convention and Visitors
5 Bureau (LRCVB) Staff.

6 **Section 3.** Except for activities of a governmental agency within the scope of its governmental
7 authority:

- 8 (a) It is unlawful to knowingly sponsor, conduct or participate in the distribution of service of food
9 at a Large Group Feeding at a park or park facility owned or controlled by the City of Little
10 Rock within the boundaries of the Park District without a Large Group Feeding Permit issued
11 by the City;
- 12 (b) It is unlawful to fail to display onsite the Large Group Feeding Permit. Provided, it is an
13 affirmative defense to this violation if the offender can later produce a Large Group Feeding
14 Permit issued to the offender, or the group with which the offender is acting, which was valid
15 at the time of the event.
- 16 (c) The City shall issue a Large Group Feeding Permit upon application and payment of the
17 application fee as established by the City, provided that not more than six (6) Large Group
18 Feeding Permits shall be issued to the same person, or to a group or organization including one
19 that includes the same person, for Large Group Feedings within the same park in the Park
20 District in a twelve (12) consecutive month period.
- 21 (d) Any applicant shall have the right to appeal the denial of a Large Group Feeding Permit
22 pursuant to the appeal procedure set forth in Section 5 below upon written notice to the City
23 Manager with a copy to the City Clerk.

24 **Section 4. *Contents of Large Group Feeding Permit Application.*** An application for a Large Group
25 Feeding Permit must be submitted to the Parks and Recreation Department no more than ninety (90) days
26 and at least thirty (30) days before the event is to occur and shall include the following:

- 27 (a) The signature under oath of the applicant;
- 28 (b) The name, place of residence, mailing address, telephone number, mobile telephone number if
29 applicable, and e-mail address of the person seeking to conduct the Large Group Feeding; if
30 the Large Group Feeding is to be conducted for, on behalf of, or by an organization, the
31 application shall also contain the name, address and telephone number of the headquarters for
32 the organization, and of the person authorized to speak for and make contractual commitments
33 for the organization that relate to the permit;

- 1 (c) If there is a separate person who will be responsible for the conduct of the group that provides
2 the Large Group Feeding, then the application shall contain the name, address of residence,
3 and telephone number, of that person;
- 4 (d) The date the Large Group Feeding will occur;
- 5 (e) The date of the last Large Group Feeding conducted by the applicant, the applicant's
6 organization, or any person expected to participate with the applicant in the Large Group
7 Feeding;
- 8 (f) The hours at which the Large Group Feeding will begin and end, including set-up;
- 9 (g) The names and addresses of any persons expected to participate with the applicant, or the
10 organization, in the conduct of the Large Group Feeding;
- 11 (h) If the Large Group Feeding is conducted by an organization, a letter from a person with
12 authority to bind the organization that it is aware of the Large Group Feeding being held in its
13 name, the date and proposed hours of such activity, and that the organization wishes to
14 participate;
- 15 (i) The exact location in the City park or park facilities where the Large Group Feeding will occur,
16 provided this information shall be provided by a scaled drawing of the location within the City
17 property;
- 18 (j) Any public facilities that may be used in conjunction with the Large Group Feeding, such as
19 pavilions, tables or other such amenities;
- 20 (k) A non-refundable permit fee of Twenty-Five Dollars (\$25.00);
- 21 (l) A refundable One Hundred Dollars (\$100.00) security deposit made payable to the City of
22 Little Rock to cover the cost of repairing any damage to the hardscape, furnishings and
23 landscape, in the designated area of the Large Group Feeding;
- 24 (m) A copy of any appropriate Health Permit required for the distribution of prepared food.

25 **Section 5. *Trash containment.*** Any person, group, or association, with conducts a Large Group
26 Feeding shall provide adequate personnel, trash receptacles and trash containment and removal measures
27 to contain all trash, refuse and litter on the site of the event and to remove all trash, refuse, litter, unused
28 foods and any biologic material from the specific area identified in the permit at the conclusion of the event.
29 The failure to do so may result in the loss of the any or all of the security deposit, and may be a basis for
30 denial of a Large Group Feeding Permit for a period of one (1)-year within the City.

31 **Section 6. *Police Protection.*** For any group anticipated to be in excess of twenty-five (25) persons,
32 including those persons who will be fed, the applicant shall notify the Office of the Chief of Police of the
33 time and place of the Large Group Feeding; provided, if the applicant wishes to have Police protection
34 assigned to the event which requires the use of off-duty Certified Law Enforcement Officers, the costs of
35 such protection shall be borne by the applicant.

1 **Section 7. *Appeal of Denial of Permit.*** An applicant shall have the right to appeal the denial of a
2 Large Group Feeding Permit to the City Manager upon written notice provided to the City Clerk in person
3 no later than five (5) business days after the denial of the permit. The City Manager will make a decision
4 on the appeal within ___ calendar days. The decision on the appeal is final, but shall not negate the ability
5 of the applicant to seek judicial review.

6 **Section 8. *Authority to Cancel Event.*** Notwithstanding compliance with the provisions of this
7 ordinance, if the City Manager determines that it is inappropriate to permit a Large Group Feeding to go
8 forward because of weather, public health conditions, public safety conditions, or because of an intervening
9 event that was not foreseen at the time the Large Group Feeding Application was filed, then the permit may
10 be deferred to a future date, not to exceed fifteen (15) days from the original date for the permit unless
11 otherwise mutually agreed to by the parties.

12 **Section 9. *Severability.*** In the event any title, section, paragraph, item, sentence, clause, phrase, or
13 word of this resolution is declared or adjudged to be invalid or unconstitutional, such declaration or
14 adjudication shall not affect the remaining portions of the resolution which shall remain in full force and
15 effect as if the portion so declared or adjudged invalid or unconstitutional were not originally a part of the
16 resolution.

17 **Section 10. *Repealer.*** All laws, ordinances, resolutions, or parts of the same, that are inconsistent with
18 the provisions of this resolution, are hereby repealed to the extent of such inconsistency.

19 **ADOPTED: May 16, 2017**

20 **ATTEST:**

APPROVED:

21 _____
22 **Susan Langley, City Clerk**

_____ **Mark Stodola, Mayor**

24 **APPROVED AS TO LEGAL FORM:**

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26 **Thomas M. Carpenter, City Attorney**

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