



Sarah Ryan, Police
Captain

2023 SPECIAL EVENT PERMITS

Purpose

- Receive Report on 2023 Special Events
 - Provide direction regarding changes to specific recurring special events, permits
 - Determine need for additional review of planned recurring 2024 special events
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Special Event Background

- Police Department issues SE permits
 1. General SE Permits - > 200 attendees and impacts to city services
 2. Minor SE Permits - < 200 attendees and minimal impacts to city services
 3. Art & Cultural Commission/City Events

2023 Staff Issued 10 General SE Permits, 26 Minor SE Permits, and 5 Permits to the Art & Cultural Commission



10 General Special Events

- Beyond the Flood Benefits Concert
- February Surfer's Path 10k/5k
- Capitola Art & Wine Festival
- May Surfer's Path Half Marathon
- Capitola Beach Festival
- Capitola Custom Classic Car Show
- Women on Waves
- Wharf to Wharf
- October Surfer's Path Wahine 10k/6k
- Oktoberfest



26 Minor Special Events

- Village Sip and Stroll (3 total)
- California Coast Classic Ride
- Operation Surf
- Veteran Surf Alliance Paddle Out
- Fill the Boot for Muscular Dystrophy
- Halloween Parade
- Skate-Tola
- Surfing Santa
- Walk for Angelman's Syndrome
- Food Truck Fridays Event at Monterey Park
- First Responder's Surf Contest
- AIDS/Lifecycle Bicycle Ride



Six City-Organized Special Events

- Sunday Art/Music at the Beach
 - Wednesday Night Twilight Concerts
 - Friday Night Movies at the Beach
 - Ukrainian Cultural Event (Art at the Beach)
 - Beyond the Flood benefit concert
 - Jojo's Birthday Celebration
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2023 Recap

- Joint Command with Central FD- Incident Command System
- Capitola Lifeguard Program
- Staff billed organizers 321 police hours, 66 public works hours.
- Staff committee project: update and improve processes and guidelines



Future Special Event Process

- Review and revise Municipal Codes
- Streamline approval process
- Redefine thresholds for special events (general vs minor)
- Review cost sharing and fees for staff time (overtime costs, lifeguard costs)



Recommendation

- Provide direction regarding changes to specific recurring special event permit conditions, and
 - Determine if any additional review should be required for any planned recurring 2024 special events
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