

December 21, 1999

SUBJECT: CONFERENCE USE OF MARINA SQUARE PARK 2001

RECOMMENDATION

<p>A. THAT the Board give approval to the Advance Group for the use of Marina Square Park, May 13 - 16, 2001 as the location for Mindshare 2001 Annual MDSI Users Group Meeting & Business Solutions Conference reception and meal space.</p> <p>B. THAT the Board give approval for the organizers to apply for a Special Occasion Licence to serve liquor inside the tent during the reception.</p>

POLICY

Park Board Permit Conditions state that large, private events will come before the Board for consideration. They are usually only considered within the same calendar year (Appendix A). Policy on occasional liquor licenses for outdoor events associated with conventions may be approved by staff to be held only at Prospect Point and shall conclude by 8:00 p.m.

BACKGROUND

Special Events requests for use of park land receive consideration from the Board in the late fall of each year for approval of the following years' events. Corporate requests are submitted to the Board within the Calendar of Annual Events report as new requests or in a separate report as they are received. Several requests have been approved by the Board in the past for large, private events such as convention receptions. These events have been well organized, attractively set up and showcase Vancouver parks to the participating delegates.

DISCUSSION

This conference is being held at the Westin Bayshore for 600 guests. The hotel is not able to provide the space required for meal functions over the four-day conference and therefore would like to put a tented outdoor space in the adjacent Marina Square Park to accommodate these functions (site plan Appendix B). A reception and dinner are planned for May 13 and breakfast and lunch service then continues May 14, 15 and 16. Sabre Tent Rentals requires the use of the park for set up May 8 -12 and dismantling May 17-18. The meal tent is 82' x 132' with enclosed sides and a floor. There will be a second 20' x 80' serving tent on the side of the park nearest to the hotel. The reception entertainment will have minimal amplification and the sides of the tent reducing the noise impact. The service of alcohol will be limited to the tented area during the reception on May 13 until 10 p.m..

Marina Square is a new park, and the impact of an event on casual park users in 2001 cannot be determined at this time. There are residents only on the west side of the park, with a marina on the north, the hotel on the east and an undeveloped area on the south.

The event organizers, the Advance Group, require approval from the Board in order to continue planning this conference. If they are unable to use Marina Square Park, they will look for an alternate city to host the conference.

Organizers will pay staff recovery fees, alcohol fees, and a daily rental permit fee for the park. Our estimate for these fees based, on 1999 rates, would be approximately \$5000. A refundable performance bond of \$1000 will also be applied. Permit fees are subject to board review in 2000 and these rates may be modified to reflect approved changes.

SUMMARY

The use of Marina Square Park as the venue for this event creates an excellent opportunity to showcase one of our downtown parks to delegates from around the province. It supports our economy and creates a partnership with a neighbouring hotel. By approving the event more than a year in advance we are providing the Westin Bayshore and the event organizers a lengthy period of time to gain support from the residents in the area. The development consultant, Norman Shearing & Associates Ltd, has also requested our assistance with the hosting of this conference, therefore it is anticipated that they will facilitate relations with the residents prior to the event.

Prepared by:

Stanley District

Board of Parks & Recreation

Vancouver, B.C.

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