



**AGENDA ITEM # 6.2**

# REPORT TO CITY COUNCIL

**Report Prepared by: Dawn Bittner**

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**Date: September 6, 2016**

**Subject: Comprehensive Plan Implementation – Event  
Parking**

**Report: Report attached.**

**Council Action Requested: Council motion  
acknowledging receipt of Report.**

## **Memorandum**

Date: August 10, 2016

To: Mayor and City Council Members

From: Pequot Lakes Planning Commission

Re: Event Parking – Trailside Park

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The Pequot Lakes Planning Commission and City Staff were directed by the City Council to implement the following Comprehensive Plan Implementation Action Item:

“Provide designated off-site parking for vendors and other support personnel during downtown festivals and gatherings so that the public space is not cluttered with vehicles and parking is available for patrons and visitors.”

The Pequot Lakes Chamber notifies their vendors in advance that vendor parking is available on site, either in the Chamber Parking Lot or on the lawn southwest of the Chamber building. Their printed materials also state that no parking is allowed on Government Drive. Eighty vendors participated over Stars and Stripes Days and neither Chamber Staff nor City Staff observed vendors parking along Government Drive.

Andy Ellering from Andy’s Small Engine Repair located at 4423 West Woodman Street is willing to allow larger vehicles and overflow vehicles to park behind his shop, provided arrangements are made in advance and parking areas are designated.

The Administration Office will be establishing a new process for reserving the City Parks and will add language to the Park Reservation Form urging event participants to park at the Chamber Parking Lot or on side streets reserving parking along Government Drive for patrons and visitors.

As the Master Park Plan for Trailside Park is implemented additional parking will be included.