



Riverbend Park Information Sheet For Public Events

Thank you for considering Riverbend Park for your community event. This information sheet is intended to provide you with details about Riverbend Park. The *Guidelines for Public Events in Community Parks* (available on the BPRD website) has general park use information.

PARK AVAILABILITY:

The event season is April 15 – October 15.

HOURS:

Park hours are 5:00 am – 10:00 pm

EVENTS PER MONTH:

A maximum of six (6) event days including set-up days, each month can be scheduled, with a maximum of two (2) events/days per week. A single event may not exceed two days.

Riverbend Community Park is located within the Old Mill District. All events in the park are scheduled in cooperation with the Old Mill District and will require approval of both entities.

Riverbend event organizers should be aware that concerts at the Les Schwab Amphitheatre may be scheduled as late as 30 days prior to an event. Pre-scheduled events at Riverbend Park do not prevent concert scheduling at the amphitheater.

CAPACITY:

- This park has 2.75 acres of turf area/pods available for special events.
- Capacity is dependent on event features, layout, activities and traffic flow.

PARKING/VEHICLES:

- Riverbend Park has 120 parking spaces. Parking is shared by trail, river, building and public park users.
- All street parking near the site (Columbia and Shevlin Hixon) is on private property owned by the Old Mill District. Permission to extend parking beyond the park's capacity must be approved by the Old Mill District.
- Vendors and event attendees need to be informed as to allowable parking.
- Organizers will be asked to develop a parking plan as a component of their event logistics plan.
- Vehicles will not be allowed on the turf without access permits from the District.
- Vehicles are allowed on the hard surface/walkway in the designated event pods for loading and unloading purposes.

AMPLIFIED SOUND and NOISE

- **Riverbend Park is suitable for acoustic music only** - *not electrically enhanced or modified*. Sound levels shall not exceed 65 decibels at the edge of the approved event area. Electric guitars, drums, large amplifiers and sound boards are prohibited.
- Event organizers must adhere to City of Bend noise ordinances (Bend Code 5.50). Sound may not begin prior to 7:00 am and must end no later than 10:00 pm. This includes sound test and

set up. Applications must be submitted to the City of Bend 45 days prior to the event date to allow sufficient time for notice and review.

AMENITIES:

- 12 ft. and 8 ft. wide hard surface pathways around two large lawn areas give vendors easy access to deliveries.
- Vendor tents set up along the turf adjacent to pathways allow for ADA accessibility.
- 50 amp electricity is available at five locations around the parameter of the two lawn areas.
- Potable water is available at the shelter.
- A 1900 sq. ft. shelter has tables for 50 people; tables may be removed for other shelter uses.
- Large delivery drop off is available on the parking side of the shelter.
- Permanent restrooms are located at the shelter.

ADA:

ADA: The American's with Disability Act (ADA) is a federal civil rights law that prohibits discrimination against people with disabilities and opens doors for full participation in all aspects of everyday life. BPRD will provide guidelines that are intended to help event organizers design events to accommodate people of all abilities. This information is not intended to be an all-inclusive guide to ADA compliance. It is the responsibility of the event organizer to understand and comply with all federal regulations that pertain to the Americans with Disabilities Act.

Contact the City of Bend to determine regulations and strategies for making event accessible if your event extends beyond the park District property. (I.e. foot races)

SET UP/TAKE DOWN:

Set up and start time will be determined at the pre-event meeting with the District event team. The event organizer needs to be present for set up and take down.

Park Entrance Gate: Will be unlocked at 5:00 am and locked at 10:00 pm

Alcohol:

If alcohol is being sold and served in Riverbend Park, the District requires the area be hard fenced and located close to the shelter away from the beach area. This is a public safety precaution for the families and kids using the beach and tubing area.

Animals at Events:

Dogs must be leashed in all District parks and facilities except in designated off-leash areas. Event managers may prohibit individuals from bringing animals into an area where a special event is being held. This prohibition does not apply to service animals.

Any variance from these park use conditions must be pre-approved by the Bend Park & Recreation District.