

Meeting to Discuss and Establish the Special Use Zone “SUZ” Schedule at Richard Bong State Recreation Area

Meeting Agenda

January 08, 2020

6:00pm at Richard Bong State Recreation Area Headquarters Auditorium

- I. Welcome and Introductions – Elias Wilson (Superintendent)
- II. Purpose of Meeting
 - The purpose of the meeting is to establish the “special use zone” events calendar provided to the Department coordinated by the Richard Bong Field Trail Association in conjunction with the “special use zone” user groups.
- III. Special Use Zone (SUZ) Scheduling
 - Open Meetings Notice (Submitted for posting on 12-11-19)
 - NR45.13 (17)
 - Cooperative meeting with calendar dates
- IV. DNR Special Events Process
 - Statewide fee schedule for special events
 - Shelter Fees
 - Special Events License
 - Submittal due by: **February 15, 2020**
 - Highly Detailed description (Location, Times, Camping, requested closures, etc.)
 - Changes on permit must be 30 days in advance for approval.
 - Insurance 30 days prior to event or sooner.
 - Permit will not be issued without insurance/payment (permits are first-come, first-serve basis).
 - Insurance
 - Proper wording on insurance documentation
 - Must receive insurance documentation 30 days prior to event
 - Approval Process
- V. Proposed Dates for Special Events
 - Calendar of events
 - Other requests
 - Conflicts
 - June 6 & 7 (Open Trails Weekend)
- VI. General Public Comments
- VII. Adjournment

Thanks for meeting with us!