

M E M O R A N D U M

To: Tom Harmer, Town Manager
From: Isaac Brownman, Public Works Director
Report date: January 4, 2021
Meeting date: January 10, 2022
Subject: Public Forum Permit (PFP) Application Requests for Waiver of Permit Fees

Recommended Action

Waive the \$100 PFP application fees.

Background

The Town Commission adopted Ordinance 2017-01 amending Chapter 92 that, among other changes, institutes a \$100 application fee for special event Public Forum Permits. Additionally, these amendments include a provision that the Commission may waive all or part of this fee and all or part of the expenses for departmental assistance for community-wide events.

The Longboat Key Chamber of Commerce has submitted the following Public Forum Permit Applications for events at the Town Center. The Town staff has been working with the Chamber to plan for these specific events at the Town Center during the 2022 Season. The Chamber requests a waiver of the \$100 permit fees for these community-wide events:

- Savor the Sounds – Jan. 22, Feb. 19, & Mar. 19, 2022 from 1PM-9PM
- Howard Alan Art Festival – Feb. 5 & 6, 2022 from 10AM-5PM

The Town Commission previously approved the Chamber's request for waiver of the permit fee(s) for the 2020 Savor the Sounds events.

Staff places these requests on a Consent Agenda as a routine matter. Removal of the item from the Consent Agenda provides for Commission discussion if desired.

Staff Recommendation

Waive the \$100 PFP application fees.

End of Agenda Item