

M E M O R A N D U M

TO: Tom Harmer, Town Manager
FROM: Isaac Brownman, Public Works Director
REPORT DATE: January 22, 2020
MEETING DATE: February 3, 2020
SUBJECT: Public Forum Permit Application Fee Waiver Request

Recommended Action

Approve the requests to waive the \$100 Public Forum Permit Application Fee for Public Forum Permit (PFP) Applications PFP2020002 and PFP2020003.

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 communitywide events.

- **Public Forum Permit Applications PFP2020002**

The applicant, Craig Hartick for Operation Kindness Florida requests a waiver of the \$100 Public Forum Permit Application Fee for an upcoming 5k FunRun/Walk on the grounds of the Longboat Key Club on April 18, 2020. Proceeds benefit the Operation Kindness Florida charity. The event will begin at 7am and will conclude by 9:30am. This is the first time request for this event.

- **Public Forum Permit Applications PFP2020003**

The Christ Church of Longboat Key requests a waiver of the \$100 Public Forum Permit Application for an upcoming event in celebration of National Prayer Day on May 7, 2020. The event will begin at 10am and will conclude by 2:00pm. The Commission has previously waived the permit fee for this annual event.

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

Approve the requests to waive the \$100 Public Forum Permit Application Fee for Public Forum Permit (PFP) Applications PFP2020002 and PFP2020003.

End of Agenda Item