



CITY COUNCIL MEETING

AGENDA ITEM

Prepared By: <i>Allie Polsfuss, City Administrator</i>	Meeting Date: <i>2/2/2026</i>	Item Name: <i>Waive Fees</i>
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BACKGROUND

The 2026 Fee Schedule was approved by the City Council in December 2025. Since its adoption, the City has received two requests to waive fees for upcoming events. Because the City Council is the approving authority for the fee schedule, and the schedule does not provide staff with discretion to waive fees, these requests are being brought forward for City Council consideration as one-time fee waivers for specific events.

OVERVIEW

Breezy Point Area (BPA) Women’s Club

The Breezy Point Area (BPA) Women’s Club has a long-standing history with the City of Breezy Point and has partnered with the City on numerous community initiatives. The Club hosts three events each year and has historically been permitted to use the Community Room for organizational meetings at no cost.

With the adoption of the new facility rental reservation fees, the Women’s Club is now subject to charges for use of the Community Room. The Club has submitted a request form seeking a waiver of the Community Room rental fee. Based on the Club’s history, community involvement, and past practice, staff believes it is appropriate to waive the Community Room rental fee for the BPA Women’s Club. The Club would still be required to pay the standard damage deposit.

Fishing Event

Certain events held within Breezy Point that utilize City services, space, or resources require the completion of a Special Event Permit application, notification of the Police Department, and administrative approval. The fee for a Special Event Permit is \$50.

The North Central Bass Singles Series has hosted a fishing event in Breezy Point for several years. For the upcoming event, the organization is requesting permission to utilize the City’s boat access and overflow parking on City property. They have requested that the \$50 Special Event Permit fee be waived. Staff believes it is appropriate to waive the Special Event Permit fee for this year’s event only.

STAFF RECOMMENDATION

Approve waiving the fees as described above.