



STAFF REPORT

CITY OF GREEN COVE SPRINGS, FLORIDA

TO: City Council **MEETING DATE:** April 18, 2023
FROM: Michael Daniels, AICP, Planning & Zoning Director
SUBJECT: Review and approval of street closure requests, alcohol area request, and fee waiver requests for a Major Event, CalaVida Festival. *Michael Daniels*

BACKGROUND

CalaVida is a regularly held music and arts festival in the City of Green Cove Springs, providing a variety of inclusive events and performances over multiple days. CalaVida will be held on Monday, April 24 and Thursday to Saturday, April 27-29.

Requested Road Closures		
Date	Location	Reason
Monday, April 24	Walnut Street from Orange Ave to Palmetto Ave	Art Walk on Walnut Street
Thursday, April 27	Walnut Street from Magnolia Ave to St. Johns River	Dancing in the Street
Saturday, April 29	Walnut Street from Magnolia to St Johns River	Artists in the Park, Authors in the Gazebo (after 12), Food Trucks

Requested City Facilities and Services	
Date	Request
Monday, April 24	Services: barricades. off-duty officer as required for road closure.
Thursday, April 27	Facilities: Gazebo. There will be a band in the gazebo. The pool deck will be an alcohol area. Services: Services: off-duty officer as required when alcohol is being provided
Friday, April 28	Services: barricades. off-duty officer as required for road closure, small tent
Saturday, April 29	Facilities: Spring Park as a whole – Gazebo will be used for performers. Pool Pavilion will be used for authors. Grassy area will be used for artists.

	Services: barricades, off-duty officer as required for road closure. Public Works employee to open up, clean restrooms, and trash.
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City Code Section 62-138 governs the serving of alcoholic beverages in City Parks. It is included behind this staff report for your reference.

The event organizer is requesting all fees be waived, including but not limited:

- Park / Facility reservation fees
- Event permitting fees (\$500)
- Off-duty officer fees
- Lifeguard fee, if the lifeguard is required for the April 29th use of the Pool Deck

FISCAL IMPACT

N/A

RECOMMENDATION

Approve the temporary closure of Walnut Street as described in this report, waive the fees described in this report, and approve the serving of alcohol on the Pool Deck on April 29th as part of the event pursuant to the following condition:

1. The event organizer must adhere to Section 68-138 of the City Code.
2. Pursuant to said code requirements, the event organizer must furnish to the City liquor and general liability insurance policies that name the City as an additional insured. Said policies must be submitted to the City by April 20.