



STAFF REPORT

CITY OF GREEN COVE SPRINGS, FLORIDA

TO: City Council

MEETING DATE: November 18, 2025

FROM: Lisa Walsh, AICP, Development Services Director

SUBJECT: Review and approval of temporary street closures, application fee waivers, and a major event for Christmas on Walnut Street Festival and Parade, sponsored by City of Green Cove Springs in Spring Park

BACKGROUND

Kim Thomas, on behalf of the City, is requesting the temporary closure of portions of Ferris Street, St. Johns Avenue, Spring Street, Magnolia Avenue, and Walnut Street, as shown on the attached map. The closure of these portions of roadway will allow for the festival to host a children's market and food trucks in the roadways as well as managing the nearby parking lots and ensuring pedestrian safety during the event. The event is scheduled for Saturday, December 6, from 12pm to 9pm. The temporary road closure will not exceed event setup and breakdown times.

In addition, this annually held event includes a parade on US 17 / Orange Avenue. The parade route begins at the north end of US 17 (Lamont Street), moves south toward Walnut Street, and returns north to the starting point. The parade requires closure of a portion of US 17 beginning at 5pm and will involve the use of local streets as turnaround points. A map of the general route for the parade is also attached.

GCSPD and City Staff will be present to serve the event and ensure safety.

Attachments:

1. Event Application
2. Event Layout (Spring Park)
3. Parade Route Map

FISCAL IMPACT

Event-related costs are annually budgeted. Application fees totaling \$500 to Development Services would be waived.

RECOMMENDATION

Approve the major event, application fee waivers, and temporary street closures for Christmas on Walnut Street Festival and Parade sponsored by City of Green Cove Springs.