



STAFF REPORT

CITY OF GREEN COVE SPRINGS, FLORIDA

TO: City Council **MEETING DATE:** February 3, 2026
FROM: Kimberly Thomas, Executive Assistant
SUBJECT: Review and approval of a street closure request and fee waiver request for a Major Event, 2026 Food Truck Friday. *Kimberly Thomas*

BACKGROUND

Food Truck Friday organizers have applied for a major special event, the 2026 Food Truck Friday, to be held every first Friday from March 2026 through November 2026 from 5pm to 9pm in Spring Park, providing a variety of bands and food trucks. 3000-5000 guests are anticipated.

As a co-sponsored event, the following is requested from the City for the event: \$4500 per event to off set cost for:

- Barricades for road closures
- Waiver of park rental fees (\$950)
- Waiver of banner fee (\$25)
- Waiver of event permit fee (major - \$500)
- Partial closure of Spring Street*
- Partial Closure of Ferris Street*
- Closure of St. Johns Avenue between Ferris and Spring
- Partial Closure of Walnut Street*
- Closure of Magnolia Avenue between Spring and Walnut

*See attached map showing where barricades are requested –

FISCAL IMPACT

The City pays employees to set up barricades and monitor the bathrooms and trash for each date. Application fees (special event, banner) and park reservation fees are waived due to this being a co-sponsored event.

Event organizers will pay for an average of 8 officers from 3pm – 9pm for each date.

RECOMMENDATION

Approve waiving the stated fees shown above as well as the temporary closures as shown on the attached map for the 2026 Food Truck Friday events.