



## Request for Board Action

Meeting Date: 10/14/2024

Department: Administration/Events	Presenter: Weekes
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### **ITEM:**

**A NEW SPECIAL EVENT PERMIT APPLICATION & RESOLUTION 64-2024, A RESOLUTION SETTING CERTAIN FEES FOR THE TOWN OF GRAND LAKE'S SPECIAL EVENT, "GRAND LAKE'S GHOSTS AND GOURDS GATHERING" ON OCTOBER 26, 2024**

### **BACKGROUND:**

In 2023, Shadowcliff Mountain Lodge facilitated the "Great Grand Lake Pumpkin Patch", which brought families from all over the county. This year, the Town of Grand Lake is excited to host the "Grand Lake's Ghosts and Gourds Gathering". Citizens and visitors are invited to participate in this free event which includes picking a pumpkin from the town pumpkin patch, pumpkin painting/decorating, face painting, caricature drawings, costume contest (with prizes to be won), hot apple cider to keep the chill off, a business store front decorating contest (with trick or treaters to vote on) and classic trick or treating down Grand Avenue.

The request is to waive the facility rental fees of \$215.00 for the use of Heckert Pavilion, the Gazebo and electricity usage for both facilities and the new special event fee of \$250.00.

When reviewing the application, the Board of Trustees is to consider the following:

***Municipal Code 11-6-3(C): Special Event Permit Application Review and Approval.***

***1. Review Considerations. The following factors shall be considered prior to approval of a SEP:***

- (a) The predominant use of the primary facility being used; and*
- (b) The proposed event and the event hours; and*
- (c) Neighborhood compatibility; and*
- (d) Effect of the proposed event on the community; and*
- (e) The Town's anticipated cost in staff time and equipment use; and*
- (f) The benefit to non-profit from the event; and*
- (g) The benefit to local businesses from the event; and*
- (h) Duplication of services or sale items; and*
- (i) Nature of the past event issues or similar past event issues.*

### **FISCAL NOTE**

In 2024, \$250.00 for a new special event fee for the community picnic was waived for the Town of Grand Lake.

The Town of Grand Lake has spent \$3,500.00 on this event.

### **SUGGESTED MOTIONS**

***I make a motion to approve/(deny) A NEW SPECIAL EVENT PERMIT APPLICATION & RESOLUTION 64-2024: A RESOLUTION SETTING CERTAIN FEES FOR THE TOWN OF GRAND LAKE'S SPECIAL EVENT, "GRAND LAKE'S GHOSTS AND GOURDS GATHERING" ON OCTOBER 26, 2024.***