



Request for Board Action

Meeting Date: 10/28/2024

Department: Administration/Events	Presenter: Carrell
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ITEM:

APPROVING A NEW SPECIAL EVENT PERMIT APPLICATION AND RESOLUTION 70-2024, A RESOLUTION SETTING CERTAIN FEES FOR THE TOWN OF GRAND LAKE'S SPECIAL EVENT, "TREE LIGHTING CEREMONY" ON NOVEMBER 29, 2024

BACKGROUND:

In prior years, the Grand Lake Area Chamber of Commerce facilitated the annual Tree Lighting Ceremony. This year, the Town of Grand Lake has taken on this special tradition. Citizens and visitors are invited to participate in this free event on November 29, 2024, from 6:30PM to 8:00PM. Come welcome the holiday season with a visit from Santa and his reindeers, while sipping hot cocoa donated by Sagebrush BBQ, snacking on Santa's favorite cookies provided by Mary's Mountain Cookies, all by a cozy fire, with a Christmas carol sing along and the lighting of the trees, sure to warm your soul. We anticipate an expenditure budget of \$3,900.00.

The request is to waive the facility rental fees of \$95.00 for use of the Heckert pavilion, the Gazebo with 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, \$500.00 in new special event fees and \$215.00 in facility rental fees have been waived.

SUGGESTED MOTIONS

I make a motion to approve/(deny) A NEW SPECIAL EVENT PERMIT APPLICATION AND RESOLUTION 70-2024, A RESOLUTION SETTING CERTAIN FEES FOR THE TOWN OF GRAND LAKE'S SPECIAL EVENT, "ANNUAL TREE LIGHTING CEREMONY" ON NOVEMBER 29, 2024