



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: March 6, 2024

Originating Department: Special Events

Agenda Title: Community Greening Tree Giveaway Waiver Requests

Approved by Town Manager: _____ **Date:** _____

Cost of Item: \$0.00 **Funding Source:** _____

Account Number: _____ **Finance Signature:** _____

Advertised:

Date: _____ **Newspaper:** _____

Attachments: Community Greening Tree Giveaway Special Event Permit Application

Community Greening Special Event Permit Application Quote

Community Greening Tree Giveaway Facility Rental Quote

Please initial one:

 X Yes I have notified everyone

 Not applicable in this case

Summary Explanation/Background:

On February 13, 2024 the Special Events Department received notice that the Town has hired Community Greening to execute a free tree giveaway event for Town of Lake Park residents. The event is to take place at Kelsey Park on March 9, 2024 from 9:00 am – 11:00 am. There will be 150 trees available, comprised of 75 native (Simpson's Stopper and Gumbo Limbo) and 75 fruit (Barbados Cherry, Soursop and Starfruit.) Residents will be able to take home up to two trees per household (one of which may be a fruit tree.) Community Greening would like the Town to sponsor the event as well as approve the following special waiver requests which cannot be granted administratively.

<u>REQUESTED CATEGORY</u>	<u>VALUE</u> <u>(monetary or other)</u>	<u>TOTAL</u>
Special Event Permit Application Fee	\$50.00	\$500.00 (Indirect Cost)
Kelsey Park Refundable Security Deposit	\$1,500.00	\$150.00 (Indirect Cost)

Recommended Motion: I move to waive the fees for Community Greening.