



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: January 19, 2023

Originating Department: Special Events

Agenda Title: Centennial Historical Homes Tour Update & Discussion

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

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

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

Advertised: _____

Date: _____ **Newspaper:** _____

Attachments: _____

Please initial one:

_____ Yes I have notified everyone

 X Not applicable in this case

Summary Explanation/Background: The Centennial Historical Homes Tour will be held on Sunday March 26. At this time, staff would like the committee to set the event time, keeping in mind that the birthday celebration for Harry Kelsey will begin immediately following the tour.

Molly's Trolleys

The Special Events Department has paid the deposit for two red and green old fashioned trolleys. Each trolley has a maximum capacity of bench seating for up to 30 people. Participants will board the trolleys at Town Hall.

Historical Homes/Buildings Contact List

Staff has compiled the attached listing of historical homes and buildings based in the previous tours that were organized by the Historical Society.

Resident Letters & Forms

The letters to the residents living in historical homes were sent via the postal service at the beginning of

the month. Included with the letter was a form asking each owner/resident to verify who owns the property, current occupant(s) and to agree to or decline having their home included in the tour. Once the form is returned, staff will contact those owners/residents that would like to participate for more information about their home/building. At this time, staff has not received feedback from those residents and businesses that received the letter and form. If possible, we would like the committee to discuss the possibility of each member visiting the homes and businesses in person to hand-deliver the letter and form.

Tour Participant Fee

It was mentioned previously that the Historical Society charged a fee for tour participants. At this time, staff would like the committee to discuss the possibility of a fee for all tour participants or for only those participants that will be riding in one of the trolleys.

Recommended Motion: No motion needed.