



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: December 18, 2024
Originating Department: Special Events
Agenda Title: Neighborhood Block Party Grant Discussion

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

Cost of Item: _____ **Funding Source:** _____
Account Number: _____ **Finance Signature:** _____

Advertised:
Date: _____ **Newspaper:** _____

Attachments: Town of Lake Park Neighborhood Block Party Grant Planning Guide
Town of Lake Park Neighborhood Block Party Acknowledgement Form

Please initial one:

____ Yes I have notified everyone
X Not applicable in this case

Summary Explanation/Background:

As part of the FY 2024-2025 budget, the Town Commission has set aside \$5,000.00 for 10 individuals or groups to host a block party in their neighborhood. Town staff has developed the Neighborhood Block Party Grant Planning Guide to outline the requirements of the program. As part of the guide, some notable requirements include:

- The organizer must submit a Special Event Permit Application no later than 60 calendar days prior to the proposed event.
- Block Party events must take place January 1, 2025 – September 31, 2025, between the hours of 9:00 AM – 9:00 PM and must not interfere with bus or transit routes.
- All residents (property owner or tenant) on the block must sign the Neighborhood Block Party Acknowledgement Form. This ensures that everyone is aware of the event and agree to the street closure.

At this time, Town staff would like feedback from the Town Commission regarding the contents of the Neighborhood Block Party Grant Planning Guide.

Recommended Motion: No motion necessary