

MEMORANDUM

August 1, 2022

TO: Honorable Mayor and City Commissioners

VIA: James Slaton, City Manager

FROM: Jennifer Nanek, City Clerk

SUBJECT: Special Event Permit Application from the Allen Temple AME Church for their Super Saturday event on Saturday August 13th, 9:00 a.m. – 4:00 p.m.

SYNOPSIS: Approval of the special event permit application will allow the Allen Temple AME Church to host their event that will include a road closure of Washington Avenue from C Street to D Street on Saturday August 13th from 7:00 a.m. – 5:00 p.m.

RECOMMENDATION:

It is recommended that the City Commission take the following action:

1. Approve the special event permit application from the Allen Temple AME Church to host a Super Saturday Health Fair event on Saturday August 13th 2022 from 9:00 a.m. – 4:00p.m..
2. Approve the temporary street closing of Washington Avenue from C Street to D Street between the hours of 7:00 a.m. and 5:00 p.m.

BACKGROUND:

Allen Temple AME Church has submitted a special event permit application for the church to host a “super Saturday” event that will feature a Health Fair and Garage Sale. The church has requested a road closure of Washington Avenue between C Street and D Street for mobile bus units that are attending.

Staff has reviewed the application and has no issues with the street closing. The church is handling all site set ups, sanitary facilities, trash receptacles and trash clean up. Insurance has been provided as required.

OTHER OPTIONS:

Do not approve the event or street closing.

FISCAL IMPACT:

There is no cost to the City for this event.

ATTACHMENTS

Special Event Permit Application