

MEMORANDUM

DATE: January 13, 2026

TO: Honorable Mayor and City Commission

VIA: James Slaton, City Manager

FROM: Jennifer Nanek, City Clerk

RE: Special Event Permit Application: Spring Friday Series February - May 2026

SYNOPSIS

This is a request from the City of Lake Wales Communications Department to host a series of 4 Friday events in Downtown Lake Wales. The dates are February 6, March 13, April 24, and May 1. This event includes the serving alcohol.

RECOMMENDATION

Staff recommends

1. That the City Commission approve the permit application request to host Spring Friday Series on the following Fridays: February 6, March 13, April 24, and May 1.
2. That the City Commission approve the alcohol designated areas shown on the site plan.

BACKGROUND

The City of Lake Wales Communications Department has applied to host a series of events on 4 Fridays this spring. The dates are: February 6, March 13, April 24, and May 1. Each date will have a different theme. The events will run from 4:30-8:30 p.m. This event will feature live music, various activities, food and alcohol sales. No roads will be closed.

OTHER OPTIONS

Do not approve the permit.

FISCAL IMPACT

The City will cover the cost of the additional presence of officers.

ATTACHMENTS

Special Event Permit
Site Plan