



Legislation Text

File #: 17-1387, **Version:** 1

TO: Honorable Mayor & Members of the North Port Commission

FROM: Peter D. Lear, CPA, CGMA, City Manager

TITLE: Discussion, and possible action to award funds from the Special Event Assistance Program to the American Cancer Society Relay for Life, North Port in the amount of \$370.00 to cover the cost of renting the City Center Green and garbage and recycling fees for the April 7, 2018 North Port Relay for Life event.

Recommended Action

Approve the American Cancer Society Relay for Life, North Port request for funding assistance through the Special Event Assistance Program in the amount of \$370.00 to cover the cost of renting the City Center Green and garbage and recycling fees. for the April 7, 2018, North Port Relay for Life event.

Background Information

The Special Event Assistance Program was adopted by City Commission on November 25, 2013. The purpose of the program is to provide funds toward the cost of City fees/resources for events held within the City of North Port that provides a benefit to residents or businesses.

Since the program implementation, numerous clinics were held to educate the public on the special event permitting process and the special event assistance program.

To date, there have been five (5) applicants and four (4) awards totaling \$1,570.00. The first applicant, The Lip Smackin' BBQ withdrew their application for assistance due to the lack of volunteers to support the event and the event was cancelled.

The second applicant, the United Way of South Sarasota County was awarded \$125.00 by Commission in 2015. After the funds were awarded, the United Way had partnered with the Sweet Heats BBQ bash and no longer needed the money for the park rental fees. United Way withdrew their request and the money was returned to the City's budget account.

In 2016, the American Cancer Society Relay for Life, North Port was awarded \$1,000.00 for their inaugural event to cover the cost of the City Center Green Rental.

So far, this year the United Way South Sarasota County (UWSSC) was awarded funding in the amount of \$85.00 on January 24, 2017 and the People for Trees, Inc. was awarded funding in the amount of \$360.00 on April 11, 2017.

The City has received a request for funding assistance from the American Cancer Society Relay for Life, North Port during the third quarter application period (July 1st to September 30th) in the amount of \$1,000.00 to cover the cost of renting the City Center Green. The amount of funding is based on attendance which according to the application, is more than 2,500 people. The funding limits for events per the Special Event Assistance Program Guidelines are as follows:

- Up to \$200 for events with estimated attendance of 100-499 attendees
- Up to \$500 for events with estimated attendance of 500-2,499
- Up to \$1,000 for events with estimated attendance of 2,500+

In reviewing the application and budget submitted by the applicant, it is noted that the cost for the rental of the City Center

Green as per the facility sales receipt is \$280.00 and the cost for garbage and recycling fees per the Public Works invoice is \$90.00. As program funds if awarded, are to cover the actual costs of City resources, the request is amended to reflect the actual rental cost for the City Center Green which is \$280.00 and the garbage and recycling fees of \$90.00 for a total of \$370.00. The \$100.00 deposit fee as shown on the facility sales receipt is to cover the cost for damages and is refunded to the applicant after the event. The \$100.00 deposit fee is not part of the rental costs and therefore is not included in the award request.

Strategic Plan

Goals: Financially Responsible City Providing Quality Municipal Services

Community Add On: Support Community Organizations: Educational, Human and Social Services

Financial Impact

City Commission budgeted funds in account 001-0100-511-49-13 for Community Assistance in the current year's budget in the amount of \$10,000.00, of which \$370.00 will be used for this event.

Procurement

Attachments:

1. Special Event Assistance Program application and supporting documents
2. Special Event Assistance Program Guidelines

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