



Legislation Text

File #: 21-607, Version: 1

CITY COUNCIL AGENDA ITEM

Memo Date: September 3, 2021
Agenda Date: September 14, 2021
Prepared By: Samantha Senger, Assistant to CM, Public Information Officer
Through: Stockton Whitten, City Manager
Requested Action:
Approval of Ordinance 13-2021 on first reading regarding updates to the Special Events Ordinance.

BACKGROUND:

City staff recently reviewed City application and agreement forms relating to City Facility rentals and Special Events. During such process, City staff identified a need to further update the Special Events Ordinance previously revised and adopted by City Council in 2018. Those changes to the ordinance include:

- Removal/addition of certain definitions as appropriate (e.g., removal of sanitation fee definition; removal of application fee definition; addition of Special event fee definition).
- City sponsored event definition revised to include the annual Wednesday Friendsday Chamber event and to remove Fiesta Brevard which no longer occurs and Cocoa Mardi Gras which is produced by an outside promoter.
- Removal of City organized events from the requirement of filling out and submitting an application.
- Removal of duplicate language about cleaning of the facilities under the Sanitation section.
- Revise provisions regarding special event permit and classification to reflect the tiered rate structure for special event permits and classification approved in 2018.
- Authorizing the City Manager to approve the waiver of special event fees associated with fundraising events put on by 501(c)(3) non-profit organizations. Such special event fee waiver requests will be treated as requests for City sponsorship of such special event.

If the first reading of Ordinance 13-2021 is approved, the City Council's agenda item for the second reading of Ordinance 13-2021 will include resolutions for Council consideration to adopt related proposed changes to the following: 1) the City of Cocoa Master Fee Schedule for City Facility Rentals, Special Events, and Parades, 2) the City of Cocoa Special Events Application and Agreement, and 3) the City of Cocoa Facility Use Application and Agreement.

STRATEGIC PLAN CONNECTION:

Image - Host special events to attract visitors to the Cocoa community.

BUDGETARY IMPACT:

n/a

PREVIOUS ACTION:

The last revision to the special events ordinance was in July 2018 where we moved to a tiered fee structure for special events instead of the 10% on gross revenue.

RECOMMENDED MOTION:

Approval of Ordinance 13-2021 on first reading regarding updates to the Special Events Ordinance.