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Title: APPROVAL OF TEMPORARY USE AGREEMENT - MARGATE/COCONUT CREEK KIWANIS CLUB.

Sponsors:

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Attachments: 1. AGREEMENT, 2. APPLICATION, 3. BACKGROUND

Date	Ver.	Action By	Action	Result
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TO: Chair and Members of the Board

FROM: Diane Colonna, Executive Director

DATE: August 23, 2016

APPROVAL OF TEMPORARY USE AGREEMENT - MARGATE/COCONUT CREEK KIWANIS CLUB.

BACKGROUND:

The Margate/Coconut Creek Kiwanis Club has submitted an application to use CRA-owned property for Christmas tree sales, from November 25 to December 25, 2016. The property is the former bank site located at 911 N. State Road 7. The Kiwanis Club will erect a 100 x 60’ shade cloth structure and 40 x 60’ tent in the grassy area between Park Drive and NW 9th Street. They will also provide a port-o-let and dumpster. Customers can park in the paved parking lot immediately to the west. The applicant will be responsible for providing lighting to the site and water for the trees. A copy of the proposed site plan is included as Exhibit “A” to the Temporary Use Agreement (attached). The plan will have to be approved by the Development Review Committee (DRC).

Pursuant to the CRA’s Event Policy, use of the CRA’s property for sales of items such as Christmas trees, pumpkins, etc. can be authorized for a period of up to 30 days for a fee of \$2,500.00. The Kiwanis Club has asked that the fee be waived, as it would severely impact the amount of funds raised for programs benefitting children in Margate and Coconut Creek (see attached letter of explanation from President Phil Hylander). Among the benefits provided to children are scholarships, school supplies, backpacks, food, and more.

The CRA’s Event Policy addresses waivers for single day events only. The waiver criteria is that the user be a nonprofit organization, and that paying the fee would constitute a hardship. Mr. Hylander’s letter notes that all of the proceeds from the sale of the trees go directly to programs (as opposed to administration), therefore any funds diverted to other uses would leave less available for area children.

RECOMMENDATION:

Approve the Temporary Use Agreement with the Kiwanis Club of Margate-Coconut Creek for Christmas tree sales at 911 N. State Road 7, and approve a waiver or reduction of the \$2,500.00 fee.

FISCAL IMPACT: \$2,500 in fees, unless waived or reduced by the Board. The user will be responsible for utility costs.

CONTACT PERSON: Diane Colonna, Executive Director