



"The Best Waterfront City in Which to Live, Work And Play."

---

---

**CITY OF RIVIERA BEACH**

---

---

**TO:** HON. MAYOR, CHAIRPERSON, AND CITY COUNCIL

**THROUGH:** JONATHAN EVANS, CITY MANAGER, MPA, MBA, ICMA-CM

**FROM:** MARSHA NOEL, ASSISTANT TO THE CITY MANAGER, MPA

**SUBJECT:** NEW SPECIAL EVENTS FEES

**DATE:** MARCH 17, 2020

**CC:** GENERAL PUBLIC

---

**Background:**

At the February 17, 2021 City Council Meeting, the City Council approved Special Events Ordinance Number 4161 amending Ordinance Number 2480 concerning special events. In doing so, the newly revised ordinance provides for three new fees of which will require approval by resolution of the City Council in order to be implemented. Staff has also offered an additional fee, which is called the "date change fee".

More specifically, the recommended fees are: (1) a cancellation fee, (2) a date change, rush or priority fee and (3) an appeal fee.

Each fee is a charge to cover the costs to administer and manage the special event permitting process, such as staff time and labor.

**City Goals:**

The Citywide Goal is to Achieve Operational Excellence.

**Fiscal/Budget Impact:**

This Item does not provide for a fiscal impact.

**Recommendation:**

City Staff recommends approval of the Resolution proposing special events fees.

**Attachments:**

Resolution No. 22-21

Ordinance No. 4161