

November 19, 2013 - Regular Meeting
Agenda Item #19

Approved in Open Session 11/19/13,
Manatee Board of County Commissioners

Subject

Facility Fee Waiver - Manatee County Utilities Solid Waste/Recycling

Briefings

None

Contact and/or Presenter Information

Presenter: Bridget Frattallone, Marketing Specialist, x 6036

Contact: Cindy Gray, Sr. Admin. Specialist, x 6002

Action Requested

Authorization for the Parks and Natural Resources Department to facilitate and waive fees for the annual Anna Maria Island Household Hazardous Waste/E-Scrap Collection event at Coquina Beach on January 25, 2014, in accordance with the provisions of Resolution R-10-121, waiving facility fees for special events in county parks.

Enabling/Regulating Authority

Resolution R-10-121

Background Discussion

Manatee County has organized and operated a Household Waste/E-Scrap Collection on Anna Maria Island for several years. Each island city provides two city employees to assist at the event. Contractors will be on site collecting, separating, lab packing, bulking, and shrink-wrapping the materials brought to the event.

The Utilities Department submitted a Special Event Application and requested a fee waiver in the amount of \$400.00 for their annual Anna Maria Island Household Hazardous Waste/E-Scrap Collection to be held on January 25, 2014.

This year's event will take place in the city limits of Bradenton Beach at the North end of Coquina Beach's gulf side parking access road.

The Utilities Department has also submitted a permit request to the City of Bradenton Beach. Parks and Natural Resources will issue a Special Event Permit upon approval of the event by the Bradenton Beach City Commission.

County Attorney Review

Not Reviewed (No apparent legal issues)

Explanation of Other

Manatee County Government Administrative Center
Commission Chambers, First Floor
9:00 a.m. - November 19, 2013

Reviewing Attorney

N/A

Instructions to Board Records

Please provide a copy of the approved agenda to Cindy Gray, Parks and Natural Resources Department -
cynthia.gray@mymanatee.org

Emailed 11/20/13, RLL

Cost and Funds Source Account Number and Name

N/A

Amount and Frequency of Recurring Costs

N/A

Attachment: [Special Event Permit Application - HHWE-Scrap Collection 012514.pdf](#)



SPECIAL EVENT PERMIT APPLICATION

Deadline for Application _____ (if known or no less than 60 days prior to event)

APPLICANT INFORMATION

Name: Cari L. Walz Email: cari.walz@mymanatee.org
 Company/Organization: Manatee County Utilities Solid Waste/Recycling
 Address/City/State/Zip: 3333 Lena Rd Bradenton, FL 34211
 Telephone Numbers Day: 941-798-6761 Evening: _____
 Cell: 941-348-7123 Fax: 941-741-3398

EVENT ORGANIZER (If different than Applicant)

Name: _____ Email: _____
 Company/Organization: SAME AS ABOVE
 Address/City/State/Zip: _____
 Telephone Numbers Day: _____ Evening: _____
 Cell: _____ Fax: _____

EVENT INFORMATION

Title of Event: Household Hazardous Waste/E-Scrap Collection
 Purpose of Event: Collect HHW/E-Scrap from Island Residents Event Location/Park: Bradenton Beach Coguina
 Site within park (including pavilion name's): Coquina Beach-Gulfside parking/access road
See map on site plan

If applicable, are pavilions/park areas already reserved _____ Yes No
 Do you plan to charge an admission? _____ Yes No please specify: FREE for residents

Expected Attendance (including event crew, participants & spectators): 500-600 participates
 Set-up Date(s) January 25, 2014 Day(s) Saturday Time 6:30 am
 Event Date(s) January 25, 2014 Day(s) Saturday Time 9:00 am-3:00 pm
 Clean-up Date(s) January 25, 2014 Day(s) Saturday Time 6:30 pm

Does the registered organization that owns and operates the event hold a current not-for-profit registration? Or are they partnering with a not-for-profit? _____ Yes No If yes, **please provide a copy of registration and copy of DR-13 and DR-14, as applicable** and please explain relationship and partnership purpose in detail:

Has this event taken place previously? Yes _____ No If yes, When: January 26, 2013
 Where: Coquina Beach Gulfside SAME Attendance: 500 - 600
 How many times has event taken place previously and provide a brief history: Since Jan. 2004 Mayor of Anna Marie requested island residents own HHWE-Scrap Collection

EVENT LOGISTICS

1. Planned event activities (face painting, bounce houses, etc.) :

N/A see #4

2. Vendors (vendors must be approved by Manatee County) and/or concessions provided:

N/A

3. Entertainment (detail type of entertainment; ie: bands, DJ, dancers, magicians etc... and specifically list entertainers by name):

N/A

4. Event equipment to be used (including dimensions, staging/platforms, canopies, tents, booths, scaffolding, trucks, etc... Note that some tent sizes will require a temporary use permit issued by the County's Building Department):

One tent, one canopy, several trucks, roll off, port-o-let, have plastic down under the work area where HHW material is being collected.

5. Sound system and hours of amplified sound. Describe equipment to be used (i.e. PA systems, microphone, speakers, amps):

N/A

6. How will you handle emergency vehicle access to your event?:

Ingress/Engress will be the parking lot west of the event area, see map. We will have fire
~~extinguishers/first aid kit~~

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7. Will your event require toilet facilities? X 1 Yes No
If yes, number to be provided:

8. Will your event require dumpsters? X 2 Yes No
If yes, number & size to be provided:

9. Please describe electrical requirements. Note that electricity may not be available and that you may need to provide your own generators for electrical support. (In some parks, generators will not be allowed.)

N/A

10. Describe all signage that will be used and their locations.

Enter at stand #6 entrance traffic to flow north on access road to event area located between stand #4 & #3. Signs along SR 789 directing them to event where to enter and then exit.

SITE PLAN

If event attendance is more than 300 persons or event involves a race, walk, parade etc.. Please attach a site map or use the space provided below. Please provide a drawing of the boundaries and details of the proposed Special Event including locations of all intended activities with reference points such as streets, buildings, barricades, emergency access points, race or parade routes, tents, vendors etc. Site map for smaller events, security, traffic or clean-up plans may also be requested.

