

# Executive Summary



**To:** Patti McLauchlin, City Manager

**From:** Maria Ratcliff, Special Events Administrator

**Date:** September 14, 2022

**RE:** Recommendation to Approve the “Martin Luther King Birthday Celebration & March on Monday, January 16, 2023, from noon to 4:00 p.m.”

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## **Action:**

Respectfully request the city approve the “Martin Luther King Birthday Celebration & March” starting with a celebration at the Nelson English Park and ending with a march on Monday, January 16, 2023

## **Background:**

The City Manager’s Office has received an application for the Annual Martin Luther King Birthday Celebration & March on Monday, January 16, 2023, from noon to 4:00 p.m. The event will consist of a celebration at the Nelson English Park following the march. Applicant has agreed to abide by City Codes and Ordinances, including providing insurance and was advised that the approval may be revoked by the Commission or the City Manager, due to exigent circumstances such as the resurgence of COVID-19 in the Community.

## **Financial Impact:**

There will be no additional expenses to the city as all service costs (Police/Fire/Community Services) are covered by the applicant, based on the Special Event Fee Matrix.

## **Recommendation:**

Request the City Commission approve the “Martin Luther King Birthday Celebration & March” scheduled for January 16, 2023.