



AGENDA ITEM REQUEST FORM

ITEM:

Consideration to approve and waive all applicable Special Event and Police Fees for Bay County Veteran's Day Parade, to be held on November 11, 2026, in the amount of \$5,220.00.

BACKGROUND INFORMATION:

Bay County Veteran's office is requesting all fees to be waived for the Bay County Veteran's Day Parade scheduled for Wednesday November 11, 2026, from 8:30am-10:00pm. With set up and breakdown times of 7:00am-10:00am. The parade will be a tribute to honor the men and women from all periods of service. The parade staging area will be at Oakland Terrace Elementary on West 12th Street, Fortune Avenue, and 13th Street. The parade will start at Oakland Terrace Elementary and head down Frankford Avenue and turn left onto West 11th Street, then turn left onto Wood Avenue and end at Bay County Public Library. The parade will have road closures of Frankford Avenue between Frankford Avenue and Parker Drive, West 12th Street from Frankford Avenue and Fortune Avenue, and Frankford Avenue from West 12th Street to West 11th Street. The total fees requesting to be waived are \$5,220.00. Below is a breakdown of fees.

Special Event Application Fee and Security Deposit: \$620.00

Police Services: 26 Officers and patrol cars: \$4,600.00

Total Fees: \$5,220.00

DEPARTMENT HEAD RECOMMENDATION:

Staff recommends approval.

Budget Impact

Total budgeted funds:

Source(s) of budgeted funds:

Total non-budgeted funds: \$5,220.00

Source(s) of non-budgeted funds? Out of each departments funds

Is this a Capital improvement as defined in s. 163.3164? ☐

If so, what are the estimated future annual maintenance/operational costs:

☒ Personnel \$ 4,600.00

☒ Operating \$ 620.00

☐ Capital \$

☐ Revenue \$

Requested By: Keith Meyer, Director PCR

Date: 10/5/26

Prepared By: Angie Bates, Special Event & Budget Adminis Date: 10/5/26

Reviewed By: Jared Jones, Assistant City Manager

Date: 10/5/26

Reviewed By:

Date:

Approved By: Jonathan Hayes, City Manager

Date: 10/5/26