



MEETING AGENDA
SESSION OF THE PARKS AND RECREATION ADVISORY BOARD
CITY OF KISSIMMEE
CITY HALL, COMMISSION CHAMBERS
101 CHURCH STREET, KISSIMMEE, FLORIDA 34741-5054
WEDNESDAY, JUNE 11, 2025 AT 6:00 PM

- 1. MEETING CALLED TO ORDER**
- 2. MINUTES**
 - 2.A Approval of the meeting minutes from the April 9, 2025 meeting.
- 3. HEAR AUDIENCE**
- 4. DISCUSSION**
 - 4.A Directors Update
- 5. NEW BUSINESS**
 - 5.A Fee Waiver Grant Scoring - Period I 2025/26
 - 5.B Community Benefit Grant
- 6. HEAR CHAIRMAN AND BOARD MEMBERS**
- 7. ADJOURNMENT**

In accordance with Florida Statutes 286.105: Any person wishing to appeal any decision made by the Parks and Recreation Advisory Board with respect to any matter considered at such meeting or hearing will need to ensure that verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is made.

In accordance with Florida State 286.26, persons needing assistance to participate in any of these proceedings should contact the Office of the City Clerk, 101 Church Street, Kissimmee, Florida, (407) 518-2309.

ITEM 2.A

Approval of the meeting minutes from the April 9, 2025 meeting.

Item Details

Attachment(s):

1. PARAB Meeting Minutes 2025_4_09 w. exhibits



MEETING MINUTES
SESSION OF THE PARKS AND RECREATION ADVISORY BOARD
CITY OF KISSIMMEE
CITY HALL, COMMISSION CHAMBERS
101 CHURCH STREET, KISSIMMEE, FLORIDA 34741-5054
WEDNESDAY, APRIL 9, 2025 AT 6:00 PM

- 1. MEETING CALLED TO ORDER** Members Present: Board Member Albert Dorsey, Board Member Edward Kilroy, Board Chair M. Hannan Khan, Board Member Robin Wright, Board Member Seewdat "David" Anderson, Board Member Manuel Gomez, Board Member Amarilis Olivo Williams
Staff Present: Parks & Recreation Director Steve Lackey, Board Secretary Andrea Campbell, Administrative Assistant III Anna Miller, Events & Venues Manager, Veronica Frink, and Assistant City Attorney, Curtis McGehee
Members Absent: Board Member Vanessa Alvarez, Board Member Hamza Godil

Board Chair M. Hannan Khan called the meeting to order at 06:00 PM.

2. MINUTES

2.A Approval of the meeting minutes from December 11, 2024

Approve meeting minutes from December 11, 2024, Parks and Recreation Advisory Board Meeting.
Board Member Edward Kilroy made a motion to accept the minutes from the December 11, 2024, meeting as presented. Board Member Robin Wright seconded the motion.

AYE: Board Member Albert Dorsey, Board Member Edward Kilroy, Board Chair M. Hannan Khan, Board Member Robin Wright, Board Member Seewdat "David" Anderson, Board Member Manuel Gomez, Board Member Amarilis Olivo Williams

NAY: None

Motion Carried 7-0

3. HEAR AUDIENCE No one was present for Hear the Audience.

4. DISCUSSION

4.A Director's Report

Parks & Recreation Director Steve Lackey gave an update on projects that are ongoing within the department. He also distributed an event calendar (EXHIBIT E).

- April 1st ribbon cutting for Green Meadows Petting Farm
- The beginning of phase 1B at Lancaster Ranch Park.
- Upgrades at Mark Durbin Park at Lakeside,
- Chamber's Park remodeling,
- Repairs of the Lakefront Park splash pad.

The board was reminded of April events: Taste of Main Street, Filipino Friendship Day, Hop on Downtown, and Caribbean Fusion.

5. NEW BUSINESS

5.A Fee Waiver Applications

The Board discussed the presented Fee Waiver for Period II. The Caribbean Fusion Festival was left off of the December meeting; therefore, it was presented during Period III. Parks & Recreation Director explained that there were no fee waivers for Period III. Each board member read their scores (EXHIBIT A) for the Caribbean Fusion Festival fee waiver grant as staff recorded the scores into the spreadsheet (EXHIBIT B).

Board Member Edward Kilroy presented the motion to approve a total of \$9,288.00 for period II as presented in the spreadsheet (EXHIBIT B). Board Chair Hannah Khan supported the motion and Board Member Robin Wright seconded the motion.

AYE: Board Member Albert Dorsey, Board Member Edward Kilroy, Board Chair M. Hannan Khan, Board Member Robin Wright, Board Member Seewdat "David" Anderson, Board Member Manuel Gomez, Board Member Amarilis Olivo Williams
 NAY: None
 Motion Carried 7-0

5.B Community Benefit Grant Applications

Prior to beginning the voting for Community Benefit Grants, Board Member Edward Kilroy asked the board if there were any questions regarding the applications. No member had any questions. He also confirmed that The Team Kareem Memorial Foundation was eligible based on the criteria.

Board Member Edward Kilroy reminded the board of the remaining money in the fund. Parks and Recreation Director, Steve Lackey, confirmed that there is currently \$11,539.00 available in the fund. Board Member Edward Kilroy asked the board to be aware of what we have, understanding there will be more applications in the future, and that the commission can also approve money to be taken from this fund.

Each board member read their scores (EXHIBIT C) for Team Kareem Memorial Foundation as staff recorded the scores into the spreadsheet (EXHIBIT D).

Board Members had a brief discussion regarding the HFUW Community Baby Shower prior to the reading of scores.

Each board member read their scores (EXHIBIT C) for the HFUW Community Baby Shower as staff recorded the scores into the spreadsheet (EXHIBIT D).

No discussion on the Wellness Expo. Each board member read their scores (EXHIBIT C) for the Wellness Expo as staff recorded the scores into the spreadsheet (EXHIBIT D).

Board Chair Hannan Khan welcomed a representative from The Magic of the Drums Festival. Hector Garcia shared information regarding this community event. It is a family-friendly event showcasing the Puerto Rican culture. Board Member Manuel Gomez asked questions regarding the background and beginning of this festival as well as its location. It is at Boggy Creek Elementary with an attendance of around 300 and five to six performing groups. It is an organized festival with groups performing at allotted times. Food vendors will be in attendance.

Each board member read their scores (EXHIBIT C) for the Magic of the Drums Festival as staff recorded the scores into the spreadsheet (EXHIBIT D).

Board Member Edward Kilroy presented the motion to approve a total of \$2,850.00 for the four Community Benefit Grants as presented in the spreadsheet (EXHIBIT D). Board Chair Hannan Khan supported the motion and Board Member Albert Dorsey seconded the motion.

Board Chair, Hannan Khan, proceeded with the approved motion and members voted.

AYE: Board Member Albert Dorsey, Board Member Edward Kilroy, Board Chair M. Hannan Khan, Board Member Robin Wright, Board Member Seewdat "David" Anderson, Board Member Manuel Gomez, Board Member Amarilis Olivo Williams
 NAY: None
 Motion Carried 7-0

Board Member Robin Wright shared a suggestion regarding the amount of money that the commission awards is always the maximum amount of \$2,500.00. She asked that they understand the limited amount in the budget to share. Director, Steve Lackey, shared that this concern was discussed with the City Manager, and it appears that he has made those adjustments. Board Member, Edward Kilroy,

discussed the possibility of the City adding more money to the fund. Director, Steve Lackey, shared that it could be discussed at budget time. More money has been given out in Fee Waiver Grants than before due to public safety fees being waived. These fees are higher due to more extensive road closures. Board Member, Edward Kilroy, reiterated the importance of the board's awareness of limited funds due to an increase in applicants.

6. **HEAR CHAIRMAN AND BOARD MEMBERS** Board Chair, Hannan Khan, shared his appreciation for the board members and Parks and Recreation staff. Board Members Manuel Gomez, Albert Dorsey, and Amarilis Olivo Williams remarked that the Festival of Lights was a great event.
7. **ADJOURNMENT** There being no further business to come before the Parks and Recreation Board Chair Hannan Khan adjourned the meeting at 6:44 p.m.

EXHIBIT A

FEE WAIVER GRANT RANKING FORM

Organization Name: Caribbean and Floridian Association, Inc

Event Name: Caribbean Fusion Festival

Event Date: April 27, 2025

Year of fee waiver award: Signature Event

ORGANIZATION / EXPERIENCE	50 POINTS
Has the sponsoring organization previously produced events in Kissimmee? (20 points)	50
Has this specific event been produced previously? (10 points)	
What is the uniqueness of the proposed event? (10 points)	
How does the proposed event support the organization's mission and benefit residents? (10 points)	
EVENT REVENUE / ECONOMIC IMPACT	25 POINTS
Will the proposed event impact local businesses? If so, please describe. (15 points)	25
Evaluation of itemized event budget submitted by sponsoring organization. (10 points)	
MARKETING	15 POINTS
How does the proposed event benefit the image/reputation of the City? (5 points)	15
Evaluation of the marketing plan, including types of advertisement and a timeline provided? (5 points)	
How much money will the sponsoring organization commit towards advertising? (5 points)	
COLLABORATION	10 POINTS
Is the sponsoring organization collaborating with any other non-profit group? (5 points)	10
Has the sponsoring organization solicited local vendors to support the event? (5 points)	
Sub Total Points (Possible Score 100)	
POST EVENT EVALUATION	-5 /0/+5 POINTS
For those sponsoring organizations that have previously received a fee waiver, did the organization meet all commitments and complete a Final Grant Report?	-5 /0/+5 POINTS
• Was a final budget submitted?	
• Was a list of vendors submitted?	
• Were samples of marketing materials submitted?	
TOTAL POINTS AWARDED	
100	

PARAB Score (Points)	Percentage of Maximum of Award			
	Year 1	Year 2	Year 3	Year 4
90-100	100	80	60	40
80-89	90	70	50	30
70-79	80	60	40	20
60-69	70	50	30	10
50-59	60	40	20	
40-49	50	30	10	
30-39	40	20		
20-29	30	10		
10-19	20			
0-9	10			

FEE WAIVER GRANT RANKED BY:



Fee Waiver Amount Requested: \$12,000.00 Previous Year's Fee Waiver Award: \$4,840.00

FEE WAIVER GRANT RANKING FORM

Organization Name: Caribbean and Floridian Association, Inc

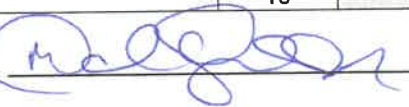
Event Name: Caribbean Fusion Festival

Event Date: April 27, 2025

Year of fee waiver award: Signature Event

ORGANIZATION / EXPERIENCE	50 POINTS
Has the sponsoring organization previously produced events in Kissimmee? (20 points) ✓	50
Has this specific event been produced previously? (10 points) ✓	
What is the uniqueness of the proposed event? (10 points) ✓	
How does the proposed event support the organization's mission and benefit residents? (10 points) ✓	
EVENT REVENUE / ECONOMIC IMPACT	25 POINTS
Will the proposed event impact local businesses? If so, please describe. (15 points) 10	20
Evaluation of itemized event budget submitted by sponsoring organization. (10 points) ✓	
MARKETING	15 POINTS
How does the proposed event benefit the image/reputation of the City? (5 points) ✓	15
Evaluation of the marketing plan, including types of advertisement and a timeline provided? (5 points) ✓	
How much money will the sponsoring organization commit towards advertising? (5 points) ✓	
COLLABORATION	10 POINTS
Is the sponsoring organization collaborating with any other non-profit group? (5 points) ✓	10
Has the sponsoring organization solicited local vendors to support the event? (5 points) ✓	
Sub Total Points (Possible Score 100)	95
POST EVENT EVALUATION	-5 /0/+5 POINTS
For those sponsoring organizations that have previously received a fee waiver, did the organization meet all commitments and complete a Final Grant Report?	
- Was a final budget submitted? - Was a list of vendors submitted? - Were samples of marketing materials submitted?	
TOTAL POINTS AWARDED	

PARAB Score (Points)	Percentage of Maximum of Award			
	Year 1	Year 2	Year 3	Year 4
90-100	100	80	60	40
80-89	90	70	50	30
70-79	80	60	40	20
60-69	70	50	30	10
50-59	60	40	20	
40-49	50	30	10	
30-39	40	20		
20-29	30	10		
10-19	20			
0-9	10			

FEE WAIVER GRANT RANKED BY:  M. Gomez

Fee Waiver Amount Requested: \$12,000.00 **Previous Year's Fee Waiver Award:** \$4,840.00

FEE WAIVER GRANT RANKING FORM

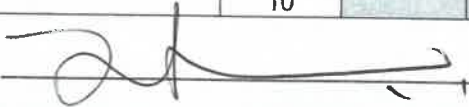
Organization Name: Caribbean and Floridian Association, Inc
Event Name: Caribbean Fusion Festival

Event Date: April 27, 2025

Year of fee waiver award: Signature Event

ORGANIZATION / EXPERIENCE	50 POINTS
Has the sponsoring organization previously produced events in Kissimmee? (20 points)	50
Has this specific event been produced previously? (10 points)	
What is the uniqueness of the proposed event? (10 points)	
How does the proposed event support the organization's mission and benefit residents? (10 points)	
EVENT REVENUE / ECONOMIC IMPACT	25 POINTS
Will the proposed event impact local businesses? If so, please describe. (15 points)	25
Evaluation of itemized event budget submitted by sponsoring organization. (10 points)	
MARKETING	15 POINTS
How does the proposed event benefit the image/reputation of the City? (5 points)	15
Evaluation of the marketing plan, including types of advertisement and a timeline provided? (5 points)	
How much money will the sponsoring organization commit towards advertising? (5 points)	
COLLABORATION	10 POINTS
Is the sponsoring organization collaborating with any other non-profit group? (5 points)	10
Has the sponsoring organization solicited local vendors to support the event? (5 points)	
Sub Total Points (Possible Score 100)	
POST EVENT EVALUATION	
For those sponsoring organizations that have previously received a fee waiver, did the organization meet all commitments and complete a Final Grant Report?	-5 /0/+5 POINTS
• Was a final budget submitted?	
• Was a list of vendors submitted?	
• Were samples of marketing materials submitted?	
TOTAL POINTS AWARDED	100

PARAB Score (Points)	Percentage of Maximum of Award			
	Year 1	Year 2	Year 3	Year 4
90-100	100	80	60	40
80-89	90	70	50	30
70-79	80	60	40	20
60-69	70	50	30	10
50-59	60	40	20	
40-49	50	30	10	
30-39	40	20		
20-29	30	10		
10-19	20			
0-9	10			

FEE WAIVER GRANT RANKED BY: 

Fee Waiver Amount Requested: \$12,000.00 Previous Year's Fee Waiver Award: \$4,840.00

FEE WAIVER GRANT RANKING FORM

Organization Name: Caribbean and Floridian Association, Inc

Event Name: Caribbean Fusion Festival

Event Date: April 27, 2025

Year of fee waiver award: Signature Event

ORGANIZATION / EXPERIENCE	50 POINTS
Has the sponsoring organization previously produced events in Kissimmee? (20 points)	
Has this specific event been produced previously? (10 points)	
What is the uniqueness of the proposed event? (10 points)	
How does the proposed event support the organization's mission and benefit residents? (10 points)	50
EVENT REVENUE / ECONOMIC IMPACT	25 POINTS
Will the proposed event impact local businesses? If so, please describe. (15 points)	
Evaluation of itemized event budget submitted by sponsoring organization. (10 points)	25
MARKETING	15 POINTS
How does the proposed event benefit the image/reputation of the City? (5 points)	
Evaluation of the marketing plan, including types of advertisement and a timeline provided? (5 points)	10
How much money will the sponsoring organization commit towards advertising? (5 points)	
COLLABORATION	10 POINTS
Is the sponsoring organization collaborating with any other non-profit group? (5 points)	
Has the sponsoring organization solicited local vendors to support the event? (5 points)	6
Sub Total Points (Possible Score 100)	
POST EVENT EVALUATION	-5 /0/+5 POINTS
For those sponsoring organizations that have previously received a fee waiver, did the organization meet all commitments and complete a Final Grant Report?	
- Was a final budget submitted? - Was a list of vendors submitted? - Were samples of marketing materials submitted?	
TOTAL POINTS AWARDED	91

PARAB Score (Points)	Percentage of Maximum of Award			
	Year 1	Year 2	Year 3	Year 4
90-100	100	80	60	40
80-89	90	70	50	30
70-79	80	60	40	20
60-69	70	50	30	10
50-59	60	40	20	
40-49	50	30	10	
30-39	40	20		
20-29	30	10		
10-19	20			
0-9	10			

FEE WAIVER GRANT RANKED BY:

Edward A. Kehoy

Fee Waiver Amount Requested: \$12,000.00 **Previous Year's Fee Waiver Award:** \$4,840.00

FEE WAIVER GRANT RANKING FORM

Organization Name: Caribbean and Floridian Association, Inc

Event Name: Caribbean Fusion Festival

Event Date: April 27, 2025

Year of fee waiver award: Signature Event

ORGANIZATION / EXPERIENCE	50 POINTS
Has the sponsoring organization previously produced events in Kissimmee? (20 points)	50
Has this specific event been produced previously? (10 points)	
What is the uniqueness of the proposed event? (10 points)	
How does the proposed event support the organization's mission and benefit residents? (10 points)	
EVENT REVENUE / ECONOMIC IMPACT	25 POINTS
Will the proposed event impact local businesses? If so, please describe. (15 points)	25
Evaluation of itemized event budget submitted by sponsoring organization. (10 points)	
MARKETING	15 POINTS
How does the proposed event benefit the image/reputation of the City? (5 points)	15
Evaluation of the marketing plan, including types of advertisement and a timeline provided? (5 points)	
How much money will the sponsoring organization commit towards advertising? (5 points)	
COLLABORATION	10 POINTS
Is the sponsoring organization collaborating with any other non-profit group? (5 points)	5
Has the sponsoring organization solicited local vendors to support the event? (5 points)	
Sub Total Points (Possible Score 100)	
POST EVENT EVALUATION	-5 /0/+5 POINTS
For those sponsoring organizations that have previously received a fee waiver, did the organization meet all commitments and complete a Final Grant Report? - Was a final budget submitted? - Was a list of vendors submitted? - Were samples of marketing materials submitted?	
TOTAL POINTS AWARDED	
95	

PARAB Score (Points)	Percentage of Maximum of Award			
	Year 1	Year 2	Year 3	Year 4
90-100	100	80	60	40
80-89	90	70	50	30
70-79	80	60	40	20
60-69	70	50	30	10
50-59	60	40	20	
40-49	50	30	10	
30-39	40	20		
20-29	30	10		
10-19	20			
0-9	10			

FEE WAIVER GRANT RANKED BY: ALBERT DORSEY

Fee Waiver Amount Requested: \$12,000.00 **Previous Year's Fee Waiver Award:** \$4,840.00

FEE WAIVER GRANT RANKING FORM

Organization Name: Caribbean and Floridian Association, Inc

Event Name: Caribbean Fusion Festival

Event Date: April 27, 2025

Year of fee waiver award: Signature Event

ORGANIZATION / EXPERIENCE	50 POINTS	
Has the sponsoring organization previously produced events in Kissimmee? (20 points)	50	
Has this specific event been produced previously? (10 points)		
What is the uniqueness of the proposed event? (10 points)		
How does the proposed event support the organization's mission and benefit residents? (10 points)		
EVENT REVENUE / ECONOMIC IMPACT	25 POINTS	
Will the proposed event impact local businesses? If so, please describe (15 points)	15	
Evaluation of itemized event budget submitted by sponsoring organization. (10 points)		
MARKETING	15 POINTS	
How does the proposed event benefit the image/reputation of the City? (5 points)	15	
Evaluation of the marketing plan, including types of advertisement and a timeline provided? (5 points)		
How much money will the sponsoring organization commit towards advertising? (5 points)		
COLLABORATION	10 POINTS	
Is the sponsoring organization collaborating with any other non-profit group? (5 points)	5	
Has the sponsoring organization solicited local vendors to support the event? (5 points)		
Sub Total Points (Possible Score 100)		
POST EVENT EVALUATION	-5 /0/+5 POINTS	
For those sponsoring organizations that have previously received a fee waiver, did the organization meet all commitments and complete a Final Grant Report?	85	
- Was a final budget submitted? - Was a list of vendors submitted? - Were samples of marketing materials submitted?		
TOTAL POINTS AWARDED		

PARAB Score (Points)	Percentage of Maximum of Award			
	Year 1	Year 2	Year 3	Year 4
90-100	100	80	60	40
80-89	90	70	50	30
70-79	80	60	40	20
60-69	70	50	30	10
50-59	60	40	20	
40-49	50	30	10	
30-39	40	20		
20-29	30	10		
10-19	20			
0-9	10			

FEE WAIVER GRANT RANKED BY: Robin Wright

Fee Waiver Amount Requested: \$12,000.00 Previous Year's Fee Waiver Award: \$4,840.00

FEE WAIVER GRANT RANKING FORM

Organization Name: Caribbean and Floridian Association, Inc

Event Name: Caribbean Fusion Festival

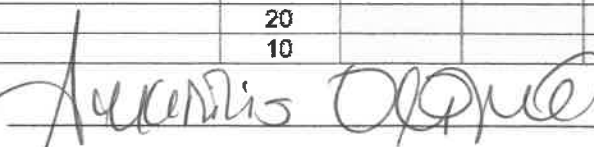
Event Date: April 27, 2025

Year of fee waiver award: Signature Event

ORGANIZATION / EXPERIENCE	50 POINTS
Has the sponsoring organization previously produced events in Kissimmee? (20 points) ✓	
Has this specific event been produced previously? (10 points) ✓	
What is the uniqueness of the proposed event? (10 points)	
How does the proposed event support the organization's mission and benefit residents? (10 points) ✓	
EVENT REVENUE / ECONOMIC IMPACT	25 POINTS
Will the proposed event impact local businesses? If so, please describe. (15 points)	
Evaluation of itemized event budget submitted by sponsoring organization. (10 points)	
MARKETING	15 POINTS
How does the proposed event benefit the image/reputation of the City? (5 points)	
Evaluation of the marketing plan, including types of advertisement and a timeline provided? (5 points)	
How much money will the sponsoring organization commit towards advertising? (5 points)	
COLLABORATION	10 POINTS
Is the sponsoring organization collaborating with any other non-profit group? (5 points)	
Has the sponsoring organization solicited local vendors to support the event? (5 points)	
Sub Total Points (Possible Score 100)	
POST EVENT EVALUATION	-5 /0/+5 POINTS
For those sponsoring organizations that have previously received a fee waiver, did the organization meet all commitments and complete a Final Grant Report?	
• Was a final budget submitted?	
• Was a list of vendors submitted?	
• Were samples of marketing materials submitted?	
TOTAL POINTS AWARDED	

PARAB Score (Points)	Percentage of Maximum of Award			
	Year 1	Year 2	Year 3	Year 4
90-100	100	80	60	40
80-89	90	70	50	30
70-79	80	60	40	20
60-69	70	50	30	10
50-59	60	40	20	
40-49	50	30	10	
30-39	40	20		
20-29	30	10		
10-19	20			
0-9	10			

FEE WAIVER GRANT RANKED BY:



Fee Waiver Amount Requested: \$12,000.00 Previous Year's Fee Waiver Award: \$4,840.00

EXHIBIT B

2024/2025 Fee Grant Request Period II, Events occurring February 1 - May 31, 2025

EVENT	Requested Date	23/24 Amount	Requested Amount	Year of award / Sunset year	Est. City Expenses	AWARDED	Scored	Ed	AI	Robin	Hannan	David	Manny	Hamza	Vanessa	Amarilis	Total
Kissimmee 5K	2/15/2025	\$ 1,200.00	\$ 3,000.00	4+	\$8,850.00	\$ 1,200.00	97.22222222	95	100	100	100	90	95	95	100	100	875
Travelling Community Theatre	2/27-3/2/2025	n/a	\$ 3,000.00	1	\$8,255.00	\$ -	0										0
Dine with Departed	3/8/2025	\$ 246.00	\$ 3,000.00	4+	\$1,260.00	\$ 378.00	89.66666667	93	80	92	80	90	90	92	95	95	807
March for Meals	3/15/2025	\$ 900.00	\$ 10,000.00	4+	\$6,804.15	\$ 1,200.00	96.33333333	95	95	92	100	95	95	100	100	95	867
Cirrus Siam	4/04-06/2025	\$ 754.50	\$ 3,000.00	4	\$1,323.00	\$ 529.20	91.11111111	90	90	88	95	95	92	95	85	90	820
Hop on Downtown	4/19/2025	\$ 2,400.00	\$ 3,000.00	3	\$8,925.50	\$ 1,800.00	97.22222222	95	100	90	100	90	100	100	100	100	875
Help New MoMelouges	4/28-5/04/2025	n/a	\$ 3,000.00	1	\$7,250.00	\$ -	0										0
Relay for Life	5/9-10/2025	n/a	\$ 5,000.00	1	\$4,988.00	\$ 2,400.00	79.55555556	75	90	75	85	70	80	76	70	95	716
Caribbean Fusion Festival	4/27/2025	\$ 4,840.00	12000	4+	\$15,931.50	\$9,288	95.1428571	91	95	85	100	100	95			100	666
					PS: \$9,288												
						\$16,795.20											

PS: = Public Safety Cost

Total amount awarded for Period I \$3,455.00
Total amount awarded for Period II \$16,795.20
Total awarded \$20,250.20

EXHIBIT C

City of Kissimmee



City Policy 1605

COMMUNITY BENEFIT EVALUATION FORM

Application Received: 1/10/25 Evaluated by: Steve Lackey

Event Name: HFUW Community Baby Shower Event Date: 6/25/25

Applicant Eligibility	Meets Policy Requirements	
	Yes	No
Resident of Osceola County OR 501(c)3, 501(c)4 organization? (if resident, move to next section once eligibility is determined)	☒	☐
Organization Eligibility (continued)		
Meets incorporation, tax, budget, and audit requirements?	☒	☐
Does NOT discriminate based on age, race, sex, marital status, Sexual orientation, or national origin?	☒	☐
Does NOT receive funds from any other City program?	☒	☐
Meets reporting requirements? (previously funded organizations)	☒	☐
Request / Use Eligibility		
Will result in positive impact to the City of Kissimmee?	☒	☐
Will NOT be used for event/activity in any City-owned facility?	☒	☐
Will NOT be used to promote commercial/private business?	☒	☐
Will NOT be used to promote/support political party/activity?	☒	☐
Will NOT be used to promote tobacco or VICE activities?	☒	☐
Will NOT support or benefit a single individual?	☒	☐
Will NOT fund or support direct programming?	☒	☐

Eligibility Determination	
<i>Note, a "no" to any question or criteria automatically makes the request ineligible for funding consideration pursuant to City Policy 1605.</i>	
Does the request meet or exceed policy requirements?	☒

Evaluator's Comments
This is not a Ticketed event nor open to the public Maximum of 50 Osceola County families nominated by Committee - 1st year - 2500 Max <i>[Signature]</i>



COMMUNITY BENEFIT EVALUATION FORM

Application Received: 1/14/2025 Evaluated by: Steve LackeyEvent Name: Team Karen Memorial Foundation Event Date: 6/21/2025

Applicant Eligibility	Meets Policy Requirements	
	Yes	No
Resident of Osceola County OR 501(c)3, 501(c)4 organization? (if resident, move to next section once eligibility is determined)		
Organization Eligibility (continued)		
Meets incorporation, tax, budget, and audit requirements?		
Does NOT discriminate based on age, race, sex, marital status, Sexual orientation, or national origin?		
Does NOT receive funds from any other City program?		
Meets reporting requirements? (previously funded organizations)		
Request / Use Eligibility		
Will result in positive impact to the City of Kissimmee?		
Will NOT be used for event/activity in any City-owned facility?		
Will NOT be used to promote commercial/private business?		
Will NOT be used to promote/support political party/activity?		
Will NOT be used to promote tobacco or VICE activities?		
Will NOT support or benefit a single individual?		
Will NOT fund or support direct programming?		

Eligibility Determination

Note, a "no" to any question or criteria automatically makes the request ineligible for funding consideration pursuant to City Policy 1605.

Does the request meet or exceed policy requirements?

Evaluator's Comments

Needs Audit: 990 ✓

Year one new policy \$2500 may w/sunset in effect



COMMUNITY BENEFIT EVALUATION FORM

Application Received: 1/29/25 Evaluated by: Steve Lackey
 Event Name: Wellness Expo Event Date: 9/20/2025

Applicant Eligibility	Meets Policy Requirements	
	Yes	No
Resident of Osceola County OR 501(c)3, 501(c)4 organization? (if resident, move to next section once eligibility is determined)	☒	☐
Organization Eligibility (continued)		
Meets incorporation, tax, budget, and audit requirements?	☒	☐
Does NOT discriminate based on age, race, sex, marital status, Sexual orientation, or national origin?	☒	☐
Does NOT receive funds from any other City program?	☒	☐
Meets reporting requirements? (previously funded organizations)	☒	☐
Request / Use Eligibility		
Will result in positive impact to the City of Kissimmee?	☒	☐
Will NOT be used for event/activity in any City-owned facility?	☒	☐
Will NOT be used to promote commercial/private business?	☒	☐
Will NOT be used to promote/support political party/activity?	☒	☐
Will NOT be used to promote tobacco or VICE activities?	☒	☐
Will NOT support or benefit a single individual?	☒	☐
Will NOT fund or support direct programming?	☒	☐

Eligibility Determination

Note, a "no" to any question or criteria automatically makes the request ineligible for funding consideration pursuant to City Policy 1605.

Does the request meet or exceed policy requirements? ☒ Yes ☐ No

Evaluator's Comments

1st year Request.

✓

8-



COMMUNITY BENEFIT EVALUATION FORM

Application Received: 3/19/25 Evaluated by: Veronica Frink ✓

Event Name: The Magic of the Drums Festival Event Date: 5/17/25

Applicant Eligibility	Meets Policy Requirements	
	Yes	No
Resident of Osceola County OR 501(c)3, 501(c)4 organization? (if resident, move to next section once eligibility is determined)	☒	
Organization Eligibility (continued)		
Meets incorporation, tax, budget, and audit requirements?	☒	
Does NOT discriminate based on age, race, sex, marital status, Sexual orientation, or national origin?	☒	
Does NOT receive funds from any other City program?	☒	
Meets reporting requirements? (previously funded organizations)	☒	
Request / Use Eligibility		
Will result in positive impact to the City of Kissimmee?	☒	
Will NOT be used for event/activity in any City-owned facility?	☒	
Will NOT be used to promote commercial/private business?	☒	
Will NOT be used to promote/support political party/activity?	☒	
Will NOT be used to promote tobacco or VICE activities?	☒	
Will NOT support or benefit a single individual?	☒	
Will NOT fund or support direct programming?	☒	

Eligibility Determination

Note, a "no" to any question or criteria automatically makes the request ineligible for funding consideration pursuant to City Policy 1605.

Does the request meet or exceed policy requirements?

☒

Evaluator's Comments

1st year - \$2500 max

9



COMMUNITY BENEFIT EVALUATION FORM

Application Received: 1/10/25 Evaluated by: Steve LaKeyEvent Name: HFW Community Baby Shower Event Date: 6/25/25

Applicant Eligibility	Meets Policy Requirements	
	Yes	No
Resident of Osceola County OR 501(c)3, 501(c)4 organization? (if resident, move to next section once eligibility is determined)	☒	☐
Organization Eligibility (continued)		
Meets incorporation, tax, budget, and audit requirements?	☒	☐
Does NOT discriminate based on age, race, sex, marital status, Sexual orientation, or national origin?	☒	☐
Does NOT receive funds from any other City program?	☒	☐
Meets reporting requirements? (previously funded organizations)	☒	☐
Request / Use Eligibility		
Will result in positive impact to the City of Kissimmee?	☒	☐
Will NOT be used for event/activity in any City-owned facility?	☒	☐
Will NOT be used to promote commercial/private business?	☒	☐
Will NOT be used to promote/support political party/activity?	☒	☐
Will NOT be used to promote tobacco or VICE activities?	☒	☐
Will NOT support or benefit a single individual?	☒	☐
Will NOT fund or support direct programming?	☒	☐

Eligibility Determination	
<i>Note, a "no" to any question or criteria automatically makes the request ineligible for funding consideration pursuant to City Policy 1605.</i>	
Does the request meet or exceed policy requirements?	☒

Evaluator's Comments	
This is not a Ticketed event nor open to the public Maximum of 50 Osceola County families nominated by Committee. 1st year - 2500 Max <i>Handwritten notes:</i> \$500 M. Gomez	



COMMUNITY BENEFIT EVALUATION FORM

Application Received: 1/14/2025 Evaluated by: Steve Lackey
 Event Name: Team Karen Memorial Foundation Event Date: 6/21/2025

Applicant Eligibility	Meets Policy Requirements	
	Yes	No
Resident of Osceola County OR 501(c)3, 501(c)4 organization? (if resident, move to next section once eligibility is determined)		
Organization Eligibility (continued)		
Meets incorporation, tax, budget, and audit requirements?		
Does NOT discriminate based on age, race, sex, marital status, Sexual orientation, or national origin?		
Does NOT receive funds from any other City program?		
Meets reporting requirements? (previously funded organizations)		
Request / Use Eligibility		
Will result in positive impact to the City of Kissimmee?		
Will NOT be used for event/activity in any City-owned facility?		
Will NOT be used to promote commercial/private business?		
Will NOT be used to promote/support political party/activity?		
Will NOT be used to promote tobacco or VICE activities?		
Will NOT support or benefit a single individual?		
Will NOT fund or support direct programming?		

Eligibility Determination

Note, a "no" to any question or criteria automatically makes the request ineligible for funding consideration pursuant to City Policy 1605.

Does the request meet or exceed policy requirements?

Evaluator's Comments

News Audit: 990 ✓

Year one new policy \$2500 may w/sunset in effect

\$500
W. Gomer



COMMUNITY BENEFIT EVALUATION FORM

Application Received: 1/29/25 Evaluated by: Steve LackeyEvent Name: wellness Expo Event Date: 9/20/2025

Applicant Eligibility	Meets Policy Requirements	
	Yes	No
Resident of Osceola County OR 501(c)3, 501(c)4 organization? (if resident, move to next section once eligibility is determined)	☒	☐
Organization Eligibility (continued)		
Meets incorporation, tax, budget, and audit requirements?	☒	☐
Does NOT discriminate based on age, race, sex, marital status, Sexual orientation, or national origin?	☒	☐
Does NOT receive funds from any other City program?	☒	☐
Meets reporting requirements? (previously funded organizations)	☒	☐
Request / Use Eligibility		
Will result in positive impact to the City of Kissimmee?	☒	☐
Will NOT be used for event/activity in any City-owned facility?	☒	☐
Will NOT be used to promote commercial/private business?	☒	☐
Will NOT be used to promote/support political party/activity?	☒	☐
Will NOT be used to promote tobacco or VICE activities?	☒	☐
Will NOT support or benefit a single individual?	☒	☐
Will NOT fund or support direct programming?	☒	☐

Eligibility Determination

Note, a "no" to any question or criteria automatically makes the request ineligible for funding consideration pursuant to City Policy 1605.

Does the request meet or exceed policy requirements? ☒ Yes ☐ No**Evaluator's Comments**

1st year Request.

✓

\$2000
M. Gomez



COMMUNITY BENEFIT EVALUATION FORM

Application Received: 3/19/25 Evaluated by: Veronica Frink

Event Name: The Magic of the Drums Festival Event Date: 5/17/25

	Meets Policy Requirements	
	Yes	No
Applicant Eligibility		
Resident of Osceola County OR 501(c)3, 501(c)4 organization? (if resident, move to next section once eligibility is determined)	☒	☐
Organization Eligibility (continued)		
Meets incorporation, tax, budget, and audit requirements?	☒	☐
Does NOT discriminate based on age, race, sex, marital status, Sexual orientation, or national origin?	☒	☐
Does NOT receive funds from any other City program?	☒	☐
Meets reporting requirements? (previously funded organizations)	☒	☐
Request / Use Eligibility		
Will result in positive impact to the City of Kissimmee?	☒	☐
Will NOT be used for event/activity in any City-owned facility?	☒	☐
Will NOT be used to promote commercial/private business?	☒	☐
Will NOT be used to promote/support political party/activity?	☒	☐
Will NOT be used to promote tobacco or VICE activities?	☒	☐
Will NOT support or benefit a single individual?	☒	☐
Will NOT fund or support direct programming?	☒	☐

Eligibility Determination

Note, a "no" to any question or criteria automatically makes the request ineligible for funding consideration pursuant to City Policy 1605.

Does the request meet or exceed policy requirements? ☒

Evaluator's Comments

1st year - \$2500 max

MG
\$1000
\$2000
M. Gomez



COMMUNITY BENEFIT EVALUATION FORM

Application Received: 1/10/25 Evaluated by: Steve LackeyEvent Name: HFUW Community Baby Shower Event Date: 6/25/25

Applicant Eligibility	Meets Policy Requirements	
	Yes	No
Resident of Osceola County OR 501(c)3, 501(c)4 organization? (if resident, move to next section once eligibility is determined)	☒	☐
Organization Eligibility (continued)		
Meets incorporation, tax, budget, and audit requirements?	☒	☐
Does NOT discriminate based on age, race, sex, marital status, Sexual orientation, or national origin?	☒	☐
Does NOT receive funds from any other City program?	☒	☐
Meets reporting requirements? (previously funded organizations)	☒	☐
Request / Use Eligibility		
Will result in positive impact to the City of Kissimmee?	☒	☐
Will NOT be used for event/activity in any City-owned facility?	☒	☐
Will NOT be used to promote commercial/private business?	☒	☐
Will NOT be used to promote/support political party/activity?	☒	☐
Will NOT be used to promote tobacco or VICE activities?	☒	☐
Will NOT support or benefit a single individual?	☒	☐
Will NOT fund or support direct programming?	☒	☐

Eligibility Determination

Note, a "no" to any question or criteria automatically makes the request ineligible for funding consideration pursuant to City Policy 1605.

Does the request meet or exceed policy requirements?

☒
Evaluator's Comments

This is not a Ticketed event
nor open to the public
Maximum of 50 Osceola County
families nominated by Committee.
1st year - \$2500 Max

(Signature)
600.00



COMMUNITY BENEFIT EVALUATION FORM

Application Received: 1/14/2025 Evaluated by: Steve LackeyEvent Name: Team Kareem Memorial Foundation Event Date: 6/21/2025

Applicant Eligibility	Meets Policy Requirements	
	Yes	No
Resident of Osceola County OR 501(c)3, 501(c)4 organization? (if resident, move to next section once eligibility is determined)		
Organization Eligibility (continued)		
Meets incorporation, tax, budget, and audit requirements?		
Does NOT discriminate based on age, race, sex, marital status, Sexual orientation, or national origin?		
Does NOT receive funds from any other City program?		
Meets reporting requirements? (previously funded organizations)		
Request / Use Eligibility		
Will result in positive impact to the City of Kissimmee?		
Will NOT be used for event/activity in any City-owned facility?		
Will NOT be used to promote commercial/private business?		
Will NOT be used to promote/support political party/activity?		
Will NOT be used to promote tobacco or VICE activities?		
Will NOT support or benefit a single individual?		
Will NOT fund or support direct programming?		

Eligibility Determination

Note, a "no" to any question or criteria automatically makes the request ineligible for funding consideration pursuant to City Policy 1605.

Does the request meet or exceed policy requirements?

Evaluator's Comments

Needs Audit: 990 ✓

Year one new policy \$2500 may w/sunset in effect

800.00



COMMUNITY BENEFIT EVALUATION FORM

Application Received: 1/29/25 Evaluated by: Steve LackeyEvent Name: Wellness Expo Event Date: 9/20/2025

Applicant Eligibility	Meets Policy Requirements	
	Yes	No
Resident of Osceola County OR 501(c)3, 501(c)4 organization? (if resident, move to next section once eligibility is determined)	☒	☐
Organization Eligibility (continued)		
Meets incorporation, tax, budget, and audit requirements?	☒	☐
Does NOT discriminate based on age, race, sex, marital status, Sexual orientation, or national origin?	☒	☐
Does NOT receive funds from any other City program?	☒	☐
Meets reporting requirements? (previously funded organizations)	☒	☐
Request / Use Eligibility		
Will result in positive impact to the City of Kissimmee?	☒	☐
Will NOT be used for event/activity in any City-owned facility?	☒	☐
Will NOT be used to promote commercial/private business?	☒	☐
Will NOT be used to promote/support political party/activity?	☒	☐
Will NOT be used to promote tobacco or VICE activities?	☒	☐
Will NOT support or benefit a single individual?	☒	☐
Will NOT fund or support direct programming?	☒	☐

Eligibility Determination

Note, a "no" to any question or criteria automatically makes the request ineligible for funding consideration pursuant to City Policy 1605.

Does the request meet or exceed policy requirements?

☒**Evaluator's Comments**

1st year Request.

✓

1605-02



COMMUNITY BENEFIT EVALUATION FORM

Application Received: 3/19/25 Evaluated by: Veronica FrinkEvent Name: The Magic of the Drums Festival Event Date: 5/17/25 ✓

Applicant Eligibility	Meets Policy Requirements	
	Yes	No
Resident of Osceola County OR 501(c)3, 501(c)4 organization? (if resident, move to next section once eligibility is determined)	☒	☐
Organization Eligibility (continued)		
Meets incorporation, tax, budget, and audit requirements?	☒	☐
Does NOT discriminate based on age, race, sex, marital status, Sexual orientation, or national origin?	☒	☐
Does NOT receive funds from any other City program?	☒	☐
Meets reporting requirements? (previously funded organizations)	☒	☐
Request / Use Eligibility		
Will result in positive impact to the City of Kissimmee?	☒	☐
Will NOT be used for event/activity in any City-owned facility?	☒	☐
Will NOT be used to promote commercial/private business?	☒	☐
Will NOT be used to promote/support political party/activity?	☒	☐
Will NOT be used to promote tobacco or VICE activities?	☒	☐
Will NOT support or benefit a single individual?	☒	☐
Will NOT fund or support direct programming?	☒	☐

Eligibility Determination

Note, a "no" to any question or criteria automatically makes the request ineligible for funding consideration pursuant to City Policy 1605.

Does the request meet or exceed policy requirements?

☒**Evaluator's Comments**

1st year - \$2500 max



COMMUNITY BENEFIT EVALUATION FORM

Application Received: 1/10/25 Evaluated by: Steve Lackey

Event Name: HFUW Community Baby Shower Event Date: 6/25/25

Applicant Eligibility	Meets Policy Requirements	
	Yes	No
Resident of Osceola County OR 501(c)3, 501(c)4 organization? (if resident, move to next section once eligibility is determined)	☒	☐
Organization Eligibility (continued)		
Meets incorporation, tax, budget, and audit requirements?	☒	☐
Does NOT discriminate based on age, race, sex, marital status, Sexual orientation, or national origin?	☒	☐
Does NOT receive funds from any other City program?	☒	☐
Meets reporting requirements? (previously funded organizations)	☒	☐
Request / Use Eligibility		
Will result in positive impact to the City of Kissimmee?	☒	☐
Will NOT be used for event/activity in any City-owned facility?	☒	☐
Will NOT be used to promote commercial/private business?	☒	☐
Will NOT be used to promote/support political party/activity?	☒	☐
Will NOT be used to promote tobacco or VICE activities?	☒	☐
Will NOT support or benefit a single individual?	☒	☐
Will NOT fund or support direct programming?	☒	☐

Eligibility Determination

Note, a "no" to any question or criteria automatically makes the request ineligible for funding consideration pursuant to City Policy 1605.

Does the request meet or exceed policy requirements?

☒	☐
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Evaluator's Comments

This is not a Ticketed event
 - nor open to the public
 Maximum of 50 Osceola County
 families nominated by Committee.
 1st year - 3 2500 Max

\$500
 EK



COMMUNITY BENEFIT EVALUATION FORM

Application Received: 11/14/2025 Evaluated by: Steve Lackey

Event Name: Team Kuzen Memorial Foundation Event Date: 6/21/2025

Applicant Eligibility	Meets Policy Requirements	
	Yes	No
Resident of Osceola County OR 501(c)3, 501(c)4 organization? (if resident, move to next section once eligibility is determined)		
Organization Eligibility (continued)		
Meets incorporation, tax, budget, and audit requirements?		
Does NOT discriminate based on age, race, sex, marital status, Sexual orientation, or national origin?		
Does NOT receive funds from any other City program?		
Meets reporting requirements? (previously funded organizations)		
Request / Use Eligibility		
Will result in positive impact to the City of Kissimmee?		
Will NOT be used for event/activity in any City-owned facility?		
Will NOT be used to promote commercial/private business?		
Will NOT be used to promote/support political party/activity?		
Will NOT be used to promote tobacco or VICE activities?		
Will NOT support or benefit a single individual?		
Will NOT fund or support direct programming?		

Eligibility Determination

Note, a "no" to any question or criteria automatically makes the request ineligible for funding consideration pursuant to City Policy 1605.

Does the request meet or exceed policy requirements?

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Evaluator's Comments

Needs Audit: 990 ✓

Year one new policy \$2500 may w/sunset in effect?

\$500
EK



COMMUNITY BENEFIT EVALUATION FORM

Application Received: 1/29/25 Evaluated by: Steve Lackey

Event Name: Wellness Expo Event Date: 9/20/2025

Applicant Eligibility

Resident of Osceola County OR 501(c)3, 501(c)4 organization?
(if resident, move to next section once eligibility is determined)

Meets Policy Requirements

Yes

No

Organization Eligibility (continued)

Meets incorporation, tax, budget, and audit requirements?

Does NOT discriminate based on age, race, sex, marital status,
Sexual orientation, or national origin?

Does NOT receive funds from any other City program?

Meets reporting requirements? (previously funded organizations)

Request / Use Eligibility

Will result in positive impact to the City of Kissimmee?

~~Will NOT be used for event/activity in any City-owned facility?~~

Will NOT be used to promote commercial/private business?

Will NOT be used to promote/support political party/activity?

Will NOT be used to promote tobacco or VICE activities?

Will NOT support or benefit a single individual?

Will NOT fund or support direct programming?

Eligibility Determination

Note, a "no" to any question or criteria automatically makes the request ineligible for funding consideration pursuant to City Policy 1605.

Does the request meet or exceed policy requirements?

Evaluator's Comments

1st Year Request.

✓

\$1000?
EK



COMMUNITY BENEFIT EVALUATION FORM

Application Received: 3/19/25 Evaluated by: Veronica Frink

Event Name: The Magic of the Drums Festival Event Date: 5/17/25

Applicant Eligibility	Meets Policy Requirements	
	Yes	No
Resident of Osceola County OR 501(c)3, 501(c)4 organization? (if resident, move to next section once eligibility is determined)	☒	☐
Organization Eligibility (continued)		
Meets incorporation, tax, budget, and audit requirements?	☒	☐
Does NOT discriminate based on age, race, sex, marital status, Sexual orientation, or national origin?	☒	☐
Does NOT receive funds from any other City program?	☒	☐
Meets reporting requirements? (previously funded organizations)	☒	☐
Request / Use Eligibility		
Will result in positive impact to the City of Kissimmee?	☒	☐
Will NOT be used for event/activity in any City-owned facility?	☒	☐
Will NOT be used to promote commercial/private business?	☒	☐
Will NOT be used to promote/support political party/activity?	☒	☐
Will NOT be used to promote tobacco or VICE activities?	☒	☐
Will NOT support or benefit a single individual?	☒	☐
Will NOT fund or support direct programming?	☒	☐

Eligibility Determination

Note, a "no" to any question or criteria automatically makes the request ineligible for funding consideration pursuant to City Policy 1605.

Does the request meet or exceed policy requirements?

☒

Evaluator's Comments

1st year - \$2500 max

1000

EK



COMMUNITY BENEFIT EVALUATION FORM

Application Received: 1/10/25 Evaluated by: Steve LackeyEvent Name: HFW Community Baby Shower Event Date: 4/25/25

Applicant Eligibility	Meets Policy Requirements	
	Yes	No
Resident of Osceola County OR 501(c)3, 501(c)4 organization? (if resident, move to next section once eligibility is determined)	☒	☐
Organization Eligibility (continued)		
Meets incorporation, tax, budget, and audit requirements?	☒	☐
Does NOT discriminate based on age, race, sex, marital status, Sexual orientation, or national origin?	☒	☐
Does NOT receive funds from any other City program?	☒	☐
Meets reporting requirements? (previously funded organizations)	☒	☐
Request / Use Eligibility		
Will result in positive impact to the City of Kissimmee?	☒	☐
Will NOT be used for event/activity in any City-owned facility?	☒	☐
Will NOT be used to promote commercial/private business?	☒	☐
Will NOT be used to promote/support political party/activity?	☒	☐
Will NOT be used to promote tobacco or VICE activities?	☒	☐
Will NOT support or benefit a single individual?	☒	☐
Will NOT fund or support direct programming?	☒	☐

Eligibility Determination	
<i>Note, a "no" to any question or criteria automatically makes the request ineligible for funding consideration pursuant to City Policy 1605.</i>	
Does the request meet or exceed policy requirements?	☒

Evaluator's Comments
This is not a Ticketed event nor open to the public Maximum of 50 Osceola County families nominated by Committee. 1st year - 2,500 Max - <i>Alfred Dora</i>



COMMUNITY BENEFIT EVALUATION FORM

Application Received: 1/14/2025 Evaluated by: Steve Lackey
 Event Name: Team Karen Memorial Foundation Event Date: 6/21/2025

Applicant Eligibility	Meets Policy Requirements	
	Yes	No
Resident of Osceola County OR 501(c)3, 501(c)4 organization? (if resident, move to next section once eligibility is determined)	☐	☐
Organization Eligibility (continued)		
Meets incorporation, tax, budget, and audit requirements?	☐	☐
Does NOT discriminate based on age, race, sex, marital status, Sexual orientation, or national origin?	☐	☐
Does NOT receive funds from any other City program?	☐	☐
Meets reporting requirements? (previously funded organizations)	☐	☐
Request / Use Eligibility		
Will result in positive impact to the City of Kissimmee?	☐	☐
Will NOT be used for event/activity in any City-owned facility?	☐	☐
Will NOT be used to promote commercial/private business?	☐	☐
Will NOT be used to promote/support political party/activity?	☐	☐
Will NOT be used to promote tobacco or VICE activities?	☐	☐
Will NOT support or benefit a single individual?	☐	☐
Will NOT fund or support direct programming?	☐	☐

Eligibility Determination

Note, a "no" to any question or criteria automatically makes the request ineligible for funding consideration pursuant to City Policy 1605.

Does the request meet or exceed policy requirements?

☐	☐
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Evaluator's Comments

Needs Audit: 990 ✓

Your are new policy \$2500 may w/sunset in effect

Alfred Dorey



COMMUNITY BENEFIT EVALUATION FORM

Application Received: 1/29/25 Evaluated by: Steve LackeyEvent Name: Wellness Expo Event Date: 9/20/2025

Applicant Eligibility	Meets Policy Requirements	
	Yes	No
Resident of Osceola County OR 501(c)3, 501(c)4 organization? (if resident, move to next section once eligibility is determined)	☒	☐
Organization Eligibility (continued)		
Meets incorporation, tax, budget, and audit requirements?	☒	☐
Does NOT discriminate based on age, race, sex, marital status, Sexual orientation, or national origin?	☒	☐
Does NOT receive funds from any other City program?	☒	☐
Meets reporting requirements? (previously funded organizations)	☒	☐
Request / Use Eligibility		
Will result in positive impact to the City of Kissimmee?	☒	☐
Will NOT be used for event/activity in any City-owned facility?	☒	☐
Will NOT be used to promote commercial/private business?	☒	☐
Will NOT be used to promote/support political party/activity?	☒	☐
Will NOT be used to promote tobacco or VICE activities?	☒	☐
Will NOT support or benefit a single individual?	☒	☐
Will NOT fund or support direct programming?	☒	☐

Eligibility Determination

Note, a "no" to any question or criteria automatically makes the request ineligible for funding consideration pursuant to City Policy 1605.

Does the request meet or exceed policy requirements?

☒
Evaluator's Comments

1st year Request.

✓



COMMUNITY BENEFIT EVALUATION FORM

Application Received: 3/19/25 Evaluated by: Veronica FrinkEvent Name: The Magic of the Drums Festival Event Date: 5/17/25

Applicant Eligibility	Meets Policy Requirements	
	Yes	No
Resident of Osceola County OR 501(c)3, 501(c)4 organization? (if resident, move to next section once eligibility is determined)	☒	☐
Organization Eligibility (continued)		
Meets incorporation, tax, budget, and audit requirements?	☒	☐
Does NOT discriminate based on age, race, sex, marital status, Sexual orientation, or national origin?	☒	☐
Does NOT receive funds from any other City program?	☒	☐
Meets reporting requirements? (previously funded organizations)	☒	☐
Request / Use Eligibility		
Will result in positive impact to the City of Kissimmee?	☒	☐
Will NOT be used for event/activity in any City-owned facility?	☒	☐
Will NOT be used to promote commercial/private business?	☒	☐
Will NOT be used to promote/support political party/activity?	☒	☐
Will NOT be used to promote tobacco or VICE activities?	☒	☐
Will NOT support or benefit a single individual?	☒	☐
Will NOT fund or support direct programming?	☒	☐

Eligibility Determination

Note, a "no" to any question or criteria automatically makes the request ineligible for funding consideration pursuant to City Policy 1605.

Does the request meet or exceed policy requirements? ☒ ☐**Evaluator's Comments**

1st year - \$2500 max



COMMUNITY BENEFIT EVALUATION FORM

Application Received: 1/10/25 Evaluated by: Steve LackeyEvent Name: HFW Community Baby Shower Event Date: 6/25/25

Applicant Eligibility	Meets Policy Requirements	
	Yes	No
Resident of Osceola County OR 501(c)3, 501(c)4 organization? (if resident, move to next section once eligibility is determined)	☒	☐
Organization Eligibility (continued)		
Meets incorporation, tax, budget, and audit requirements?	☒	☐
Does NOT discriminate based on age, race, sex, marital status, Sexual orientation, or national origin?	☒	☐
Does NOT receive funds from any other City program?	☒	☐
Meets reporting requirements? (previously funded organizations)	☒	☐
Request / Use Eligibility		
Will result in positive impact to the City of Kissimmee?	☒	☐
Will NOT be used for event/activity in any City-owned facility?	☒	☐
Will NOT be used to promote commercial/private business?	☒	☐
Will NOT be used to promote/support political party/activity?	☒	☐
Will NOT be used to promote tobacco or VICE activities?	☒	☐
Will NOT support or benefit a single individual?	☒	☐
Will NOT fund or support direct programming?	☒	☐

Eligibility Determination

Note, a "no" to any question or criteria automatically makes the request ineligible for funding consideration pursuant to City Policy 1605.

Does the request meet or exceed policy requirements? ☒ Yes ☐ No**Evaluator's Comments**

This is not a Ticketed event
 nor open to the public
 Maximum of 50 Osceola County
 families nominated by Committee -
 1st year - 2500 Max

\$400
 Robin Wright



COMMUNITY BENEFIT EVALUATION FORM

Application Received: 11/14/2025 Evaluated by: Steve Lackey
 Event Name: Team Kareem Memorial Foundation Event Date: 6/21/2025

Applicant Eligibility	Meets Policy Requirements	
	Yes	No
Resident of Osceola County OR 501(c)3, 501(c)4 organization? (if resident, move to next section once eligibility is determined)		
Organization Eligibility (continued)		
Meets incorporation, tax, budget, and audit requirements?		
Does NOT discriminate based on age, race, sex, marital status, Sexual orientation, or national origin?		
Does NOT receive funds from any other City program?		
Meets reporting requirements? (previously funded organizations)		
Request / Use Eligibility		
Will result in positive impact to the City of Kissimmee?		
Will NOT be used for event/activity in any City-owned facility?		
Will NOT be used to promote commercial/private business?		
Will NOT be used to promote/support political party/activity?		
Will NOT be used to promote tobacco or VICE activities?		
Will NOT support or benefit a single individual?		
Will NOT fund or support direct programming?		

Eligibility Determination

Note, a "no" to any question or criteria automatically makes the request ineligible for funding consideration pursuant to City Policy 1605.

Does the request meet or exceed policy requirements?

--	--

Evaluator's Comments

Needs Audit: 990✓

Year one new policy \$2500 may w/sunset in effect

\$500

Robin Wright



COMMUNITY BENEFIT EVALUATION FORM

Application Received: 1/29/25 Evaluated by: Steve LackeyEvent Name: Wellness Expo Event Date: 9/20/2025

Applicant Eligibility	Meets Policy Requirements	
	Yes	No
Resident of Osceola County OR 501(c)3, 501(c)4 organization? (if resident, move to next section once eligibility is determined)	☒	☐
Organization Eligibility (continued)		
Meets incorporation, tax, budget, and audit requirements?	☒	☐
Does NOT discriminate based on age, race, sex, marital status, Sexual orientation, or national origin?	☒	☐
Does NOT receive funds from any other City program?	☒	☐
Meets reporting requirements? (previously funded organizations)	☒	☐
Request / Use Eligibility		
Will result in positive impact to the City of Kissimmee?	☒	☐
Will NOT be used for event/activity in any City-owned facility?	☒	☐
Will NOT be used to promote commercial/private business?	☒	☐
Will NOT be used to promote/support political party/activity?	☒	☐
Will NOT be used to promote tobacco or VICE activities?	☒	☐
Will NOT support or benefit a single individual?	☒	☐
Will NOT fund or support direct programming?	☒	☐

Eligibility Determination

Note, a "no" to any question or criteria automatically makes the request ineligible for funding consideration pursuant to City Policy 1605.

Does the request meet or exceed policy requirements?

☒	☐
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Evaluator's Comments

1st year Request.



\$1,000
Robin Wright



COMMUNITY BENEFIT EVALUATION FORM

Application Received: 3/19/25 Evaluated by: Veronica FrinkEvent Name: The Magic of the Drums Festival Event Date: 5/17/25

Applicant Eligibility	Meets Policy Requirements	
	Yes	No
Resident of Osceola County OR 501(c)3, 501(c)4 organization? (if resident, move to next section once eligibility is determined)	☒	☐
Organization Eligibility (continued)		
Meets incorporation, tax, budget, and audit requirements?	☒	☐
Does NOT discriminate based on age, race, sex, marital status, Sexual orientation, or national origin?	☒	☐
Does NOT receive funds from any other City program?	☒	☐
Meets reporting requirements? (previously funded organizations)	☒	☐
Request / Use Eligibility		
Will result in positive impact to the City of Kissimmee?	☒	☐
Will NOT be used for event/activity in any City-owned facility?	☒	☐
Will NOT be used to promote commercial/private business?	☒	☐
Will NOT be used to promote/support political party/activity?	☒	☐
Will NOT be used to promote tobacco or VICE activities?	☒	☐
Will NOT support or benefit a single individual?	☒	☐
Will NOT fund or support direct programming?	☒	☐

Eligibility Determination

Note, a "no" to any question or criteria automatically makes the request ineligible for funding consideration pursuant to City Policy 1605.

Does the request meet or exceed policy requirements? ☒ ☐**Evaluator's Comments**

1st year - \$2500 max

\$750
Robin Wright



COMMUNITY BENEFIT EVALUATION FORM

Application Received: 1/10/25 Evaluated by: Steve LackeyEvent Name: HFW Community Baby Shower Event Date: 1/25/25

Applicant Eligibility	Meets Policy Requirements	
	Yes	No
Resident of Osceola County OR 501(c)3, 501(c)4 organization? (if resident, move to next section once eligibility is determined)	☒	☐
Organization Eligibility (continued)		
Meets incorporation, tax, budget, and audit requirements?	☒	☐
Does NOT discriminate based on age, race, sex, marital status, Sexual orientation, or national origin?	☒	☐
Does NOT receive funds from any other City program?	☒	☐
Meets reporting requirements? (previously funded organizations)	☒	☐
Request / Use Eligibility		
Will result in positive impact to the City of Kissimmee?	☒	☐
Will NOT be used for event/activity in any City-owned facility?	☒	☐
Will NOT be used to promote commercial/private business?	☒	☐
Will NOT be used to promote/support political party/activity?	☒	☐
Will NOT be used to promote tobacco or VICE activities?	☒	☐
Will NOT support or benefit a single individual?	☒	☐
Will NOT fund or support direct programming?	☒	☐

Eligibility Determination	
<i>Note, a "no" to any question or criteria automatically makes the request ineligible for funding — consideration pursuant to City Policy 1605.</i>	
Does the request meet or exceed policy requirements?	☒

Evaluator's Comments
This is not a Ticketed event nor open to the public Maximum of 50 Osceola County families nominated by Committee. 1st year - 2500 Max -> 500 max AMAR B OLW



COMMUNITY BENEFIT EVALUATION FORM

Application Received: 11/14/2025 Evaluated by: Steve Lackey

Event Name: Team Karen Memorial Foundation Event Date: 6/21/2025

Applicant Eligibility	Meets Policy Requirements	
	Yes	No
Resident of Osceola County OR 501(c)3, 501(c)4 organization? (if resident, move to next section once eligibility is determined)	☐	☐
Organization Eligibility (continued)		
Meets incorporation, tax, budget, and audit requirements?	☐	☐
Does NOT discriminate based on age, race, sex, marital status, Sexual orientation, or national origin?	☐	☐
Does NOT receive funds from any other City program?	☐	☐
Meets reporting requirements? (previously funded organizations)	☐	☐
Request / Use Eligibility		
Will result in positive impact to the City of Kissimmee?	☐	☐
Will NOT be used for event/activity in any City-owned facility?	☐	☐
Will NOT be used to promote commercial/private business?	☐	☐
Will NOT be used to promote/support political party/activity?	☐	☐
Will NOT be used to promote tobacco or VICE activities?	☐	☐
Will NOT support or benefit a single individual?	☐	☐
Will NOT fund or support direct programming?	☐	☐

Eligibility Determination

Note, a "no" to any question or criteria automatically makes the request ineligible for funding consideration pursuant to City Policy 1605.

Does the request meet or exceed policy requirements?

☐	☐
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Evaluator's Comments

News Audit: 990 ✓

Year one new policy \$2500 may w/sunset in effect

~~Approved~~ - ~~\$1,000~~



COMMUNITY BENEFIT EVALUATION FORM

Application Received: 1/29/25 Evaluated by: Steve Lackey

Event Name: wellness Expo Event Date: 9/20/2025

Applicant Eligibility	Meets Policy Requirements	
	Yes	No
Resident of Osceola County OR 501(c)3, 501(c)4 organization? (if resident, move to next section once eligibility is determined)	☒	☐
Organization Eligibility (continued)		
Meets incorporation, tax, budget, and audit requirements?	☒	☐
Does NOT discriminate based on age, race, sex, marital status, Sexual orientation, or national origin?	☒	☐
Does NOT receive funds from any other City program?	☒	☐
Meets reporting requirements? (previously funded organizations)	☒	☐
Request / Use Eligibility		
Will result in positive impact to the City of Kissimmee?	☒	☐
Will NOT be used for event/activity in any City-owned facility?	☒	☐
Will NOT be used to promote commercial/private business?	☒	☐
Will NOT be used to promote/support political party/activity?	☒	☐
Will NOT be used to promote tobacco or VICE activities?	☒	☐
Will NOT support or benefit a single individual?	☒	☐
Will NOT fund or support direct programming?	☒	☐

Eligibility Determination
Note, a "no" to any question or criteria automatically makes the request ineligible for funding consideration pursuant to City Policy 1605.

Does the request meet or exceed policy requirements? ☒

Evaluator's Comments

1st year Request. ✓

500 Amount



COMMUNITY BENEFIT EVALUATION FORM

Application Received: 3/19/25 Evaluated by: Veronica FrinkEvent Name: The Magic of the Drums Festival Event Date: 5/17/25

Applicant Eligibility	Meets Policy Requirements	
	Yes	No
Resident of Osceola County OR 501(c)3, 501(c)4 organization? (if resident, move to next section once eligibility is determined)	☒	☐
Organization Eligibility (continued)		
Meets incorporation, tax, budget, and audit requirements?	☒	☐
Does NOT discriminate based on age, race, sex, marital status, Sexual orientation, or national origin?	☒	☐
Does NOT receive funds from any other City program?	☒	☐
Meets reporting requirements? (previously funded organizations)	☒	☐
Request / Use Eligibility		
Will result in positive impact to the City of Kissimmee?	☒	☐
Will NOT be used for event/activity in any City-owned facility?	☒	☐
Will NOT be used to promote commercial/private business?	☒	☐
Will NOT be used to promote/support political party/activity?	☒	☐
Will NOT be used to promote tobacco or VICE activities?	☒	☐
Will NOT support or benefit a single individual?	☒	☐
Will NOT fund or support direct programming?	☒	☐

Eligibility Determination

Note, a "no" to any question or criteria automatically makes the request ineligible for funding consideration pursuant to City Policy 1605.

Does the request meet or exceed policy requirements? ☒ Yes ☐ No**Evaluator's Comments**

1st year - \$2500 max

Amir Rodriguez \$2500 max

EXHIBIT D

2024/25 Community Benefit Grant

<i>EVENT</i>	<i>Award Date</i>	<i>Award Year & Amount</i>	<i>Requested Amount</i>	<i>AWARDED</i>	<i>Ed</i>	<i>AI</i>	<i>Robin</i>	<i>Hannan</i>	<i>David</i>	<i>Manny</i>	<i>Hamza</i>	<i>Vanessa</i>	<i>Amarilis</i>	<i>Total</i>
Osceola Kowboys 12U Championship - Osceola Family Sports	11/7/2024	By CM	\$2,500	\$2,500										0
Osceola Kowboys Cheer, Band, Football - Osceola High School	12/3/2024	By CM	\$2,500	\$2,500										0
Osceola Kowboys Varsity Football - Kowboy Touchdown Club	12/10/2024	By CM	\$2,500	\$2,500										0
Claritas House Fund for Hope Gala	12/11/2024	Year 2 (\$2,000)	\$2,500	\$1,089	1000	1000	1500	1100	1100	1000	1100	1000	1000	9800
Kingdom Kids & Families Support Program	12/11/2024	Year 2 (\$2,000)	\$3,000	\$1,150	1000	1000	1500	1000	1100	1000	1750	1000	1000	10350
Veteran's Appreciation Outreach	12/11/2024	Year 1 (\$2,500)	\$5,000	\$1,222	1000	1500	1500	1200	1200	1000	1100	1000	1500	11000
Traveling Community Theatre	12/11/2024	Year 1 (\$2,500)	\$3,000	\$0	1000	1000	1000	1000	1000	1000	1000	1000	1000	9000
MOMologues - The Original Comedy about Motherhood	12/11/2024	Year 1 (\$2,500)	\$3,000	\$0	1000	1000	1100	1000	1100	1000	800	1000	1000	9000
Evening of Hope Dinner	2/20/2025	By CM	\$1,000	\$1,000										0
Denn John Middle School 50th Anniversary	2/20/2025	By CM	Any	\$1,000										0
Osceola County School -Adopt a Senior	3/20/2025	By CM	\$500	\$500										0
Team Kareem Memorial Foundation	4/9/2025	Year 1 (\$2,500)	\$5,000	\$629	500	500	500	800	600	500			1000	4400
HFUW Community Baby Shower	4/9/2025	Year 1 (\$2,500)	\$3,000	\$514	500	400	400	600	400	800			500	3600
Wellness Expo	4/9/2025	Year 1 (\$2,500)	\$2,500	\$714	1000	500	1000	1000	800	200			500	5000
Magic Drums Festival	4/9/2025	Year 1 (\$2,500)	\$2,500	\$993	1000	800	750	1000	900	1000			1500	6950
														0
														0

\$25,000 \$16,311.11

Balance

\$8,689

EXHIBIT E



The events division of Parks & Recreation is excited to announce open to the public events occurring in the month of April & May 2025.

APR
4-6

Friday - Sunday

FGCPVA Citrus Slam

Big Toho Marina

Surrounding areas may experience minor difficulties with traffic and/or parking.

APR
12

Saturday, 10:00 a.m.

Filipino Friendship Day

Kissimmee Lakefront Park - Bataan Monument

Surrounding areas may experience minor difficulties with traffic and/or parking.

APR
12

Saturday, 6:00 p.m. - 9:00 p.m.

Taste of Main Street

Big Toho Marina

Surrounding areas may experience minor difficulties with traffic and/or parking.

APR
19

Saturday, 11:00 a.m. - 2:00 p.m.

Hop On Downtown

Historic Downtown Kissimmee

Surrounding areas will likely experience some difficulties with traffic, parking, noise, and/or street closures.

APR
24-27

Thursday - Sunday

ABA (American Bass Association) Tournament

Big Toho Marina

Surrounding areas may experience minor difficulties with traffic and/or parking.

APR
27

Sunday, 12:00 p.m. - 7:00 p.m.

Caribbean Fusion

Kissimmee Lakefront Park - Veteran's Lawn

Surrounding areas may experience some difficulties with traffic, parking, and/or noise.

MAY
3

Saturday, 10:00 a.m. - 2:00 p.m.

2025 Before The Storm

Kissimmee Civic Center

Surrounding areas may experience some difficulties with traffic, parking, and/or noise.

events@kissimmee.gov

407-518-2503

CITY OF
KISSIMMEE
1883

The events division of Parks & Recreation is excited to announce open to the public events occurring in the month of April & May 2025.

MAY
9

Friday, 5:00 p.m. - 9:00 p.m.

Kissimmee Art In The Park

Kissimmee Lakefront Park - Ruby Plaza

Surrounding areas may experience some difficulties with traffic, parking, and/or noise.

MAY
16

Friday, 7:00 p.m. - 11:00 p.m.

City of Kissimmee Adult Prom

Kissimmee Civic Center

Surrounding areas may experience minor difficulties with traffic, parking and/or noise.

MAY
31

Saturday, 2:00 p.m. - 7:00 p.m.

Pridefest Kissimmee

Kissimmee Civic Center

Surrounding areas may experience some difficulties with traffic, parking, and/or, noise.

?

Please contact the Kissimmee Civic Center for any and all questions, comments, or concerns.

events@kissimmee.gov

407-518-2503

events@kissimmee.gov

407-518-2503

ITEM 4.A
Directors Update

Item Details

Attachment(s):

1. Directors Report 6.11.2025
2. Recreation Open Spaces

Directors Report

June 11, 2025

1. Projects Completed/In Progress
 - Lancaster Ranch Phase 1B
 - Mark Durbin Community Center
 - Splashpad reopening
 - Comp Plan Recreation & Open Spaces (see attached and distributed)
2. Upcoming Events
 - Juneteenth – June 14th – 12-4pm
 - Monumental 4th of July – 7pm, fireworks at 9pm

NEXT PARAB MEETING, August 13, 2025 - Meeting at 6pm at City Hall



6 RECREATION & OPEN SPACE

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Kissimmee

2040 Comprehensive Plan

Recreation & Open Space

prepared for

City of Kissimmee

prepared by

Cambridge Systematics, Inc.
2101 West Commercial Boulevard, Suite 3200
Fort Lauderdale, FL 33309

date

November 2018

Cover photo source: City of Kissimmee Public Information Office

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GOALS, OBJECTIVES, AND POLICIES

This section stipulates goals, objectives, and implementing policies for the Recreation and Open Space Element pursuant to §163.3177(6) (e), Florida Statutes.

GOAL 6.1: PROVIDE ADEQUATE RECREATION AND OPEN SPACE.

Ensure provision of a comprehensive system of recreation facilities and open space sites that meet the needs of existing and projected user groups within the City.

OBJECTIVE 6.1.1: SYSTEM OF PARKS AND RECREATION.

The system of parks and recreation facilities shall continue to be improved and maintained over time in order to meet the needs of the existing and projected future population, including recreational and open space outside of the City of Kissimmee limits in unincorporated Osceola County but proximal to the City.

POLICY 6.1.1.1: LEVEL OF SERVICE STANDARDS FOR PARKS AND RECREATION FACILITIES.

The City of Kissimmee shall continue to maintain a minimum level of service standard of 5 acres per 1000 total residents. This standard shall be used as level of service criteria in reviewing proposals for development orders or permits. When possible, the City shall go beyond this standard and attain a higher level of service for its parks and recreation facilities.

POLICY 6.1.1.2: BALANCE OF PARK TYPES.

The City will continue to provide a balance of recreational facilities and parks to meet the recreational needs of its existing and future residents including neighborhood, community, regional, and special use park types, as well as large urban parks.

POLICY 6.1.1.3: DISTRIBUTION OF PARK TYPES.

The City shall continue to strive to locate new neighborhood, community, and special use parks and recreation facilities in areas and neighborhoods with the least access to existing parks and recreation facilities, in order to create an equitable distribution of parks throughout the City. Access to different park types shall be based on a comparison of the approximate travel distances on the transportation network anticipated for each park type to the maximum recommended travel distances for each park type. Recreational and open space areas should adjust with changing community preferences and may include passive and active uses such as urban plazas, place-making mini-parks, cultural facilities, and dog parks or skate parks.

POLICY 6.1.1.4: PLANNED CAPITAL IMPROVEMENTS TO MEET RECREATION FACILITY DEMANDS.

The Capital Improvements Element shall include scheduled funding for recreational facilities needed to meet deficiencies, and satisfy an equitable distribution of park types.

POLICY 6.1.1.5: RECREATION IMPACT FEES FOR RECREATION IMPROVEMENTS.

The City shall continue to enforce the mandatory recreation impact fee on all residential dwellings in order to ensure that new development provides for recreational demands generated by respective developments.

POLICY 6.1.1.6: FUTURE RECREATIONAL CAPITAL IMPROVEMENT.

If in the future the City identifies recreational improvements for which public funds are needed, as opposed to developer-financed improvements, the City shall schedule and incorporate such capital projects in the Capital Improvements Element.

POLICY 6.1.1.7: MAINTENANCE OF RECREATION LAND AND FACILITIES.

The City shall maintain existing and future recreational land and facilities through the City's general fund, recreation impact fees, and Capital Improvements budget for the materials, staffing, and equipment necessary to maintain those recreational lands. Recreational lands shall continue a regular schedule of maintenance by City employees to ensure that safety and aesthetic value is retained at all public parks, open space, and recreational facilities and properties throughout the City.

POLICY 6.1.1.8: CIVIC ENGAGEMENT TO INFORM PARKS PLANNING.

The City's Parks and Recreation Advisory Board and similar citizen groups will be engaged as needed to help inform decisions for acquisition of park land and development of recreation facilities and trails.

POLICY 6.1.1.9: BUILDING AN INVENTORY OF POTENTIAL PARKLANDS.

The City will identify all potential parkland that can be used for future recreational use and maintain a list of potential park and open space opportunities in the City as they arise.

OBJECTIVE 6.1.2: PROTECT RECREATION FACILITIES AND PARKS.

The City shall continue to protect lands designated as recreation on the Future Land Use Map from incompatible land uses, and such designated lands shall remain functionally intact.

POLICY 6.1.2.1: PROTECTION FROM INCOMPATIBLE LAND USES.

The City shall continue to protect all lands designated "Recreation" on the Future Land Use Map from incompatible land uses by reviewing all development plans within a 300 foot

radius from all public park and recreation facility properties. Signage will be placed designating "public park" at all properties designated as public parks, recreation facilities, and/or open space to ensure that these properties remain functionally intact.

POLICY 6.1.2.2: GRANTSMANSHIP FOR PASSIVE RECREATION FACILITY AND OPEN SPACE CONSERVATION.

The City of Kissimmee shall continue to pursue recreation and open space grant funds from available state and federal programs in order to implement recreation, open space, and conservation goals, objectives, and policies maintaining in perpetuity a linear open space system for recreation along Shingle Creek.

POLICY 6.1.2.3: JOINT CITY - COUNTY SHINGLE CREEK CORRIDOR CONSERVATION AND RECREATION PROJECT.

The City shall continue to leverage funding and expand partnerships to enhance and maintain the Shingle Creek Regional Multiuse Trail and the Shingle Creek Regional Park which connect City and unincorporated County lands adjacent to environmentally fragile and scenic segments of Shingle Creek.

POLICY 6.1.2.4: OPEN SPACE IN DEVELOPMENTS WITH RESIDENTIAL USES.

The City shall continue to protect open space systems in single family and multi-family residential developments, and all mixed use projects with residential components outside of the Multimodal Transportation District by enforcing the provisions in the Land Development Code regarding open spaces in residential developments. These shall include requiring that acreage equal to at least 25 percent of the buildable acreage be devoted to open space. Of this requirement, the City shall continue to require acreage equal to at least 3 percent of the buildable acreage for active recreation, but shall not require acreage equal to more than 6 percent of the building acreage for passive recreation. Of the total open space requirement, the City shall continue to require acreage equal to at least 15 percent of the buildable acreage for passive recreation.

POLICY 6.1.2.5: STRATEGIES FOR IMPROVING PARKS FOR SAFETY AND RESILIENCE.

Strive to assess and implement new planning and design strategies for City park and recreational spaces, such as those related to:

- Resilience: green infrastructure or low-impact development to enhance stormwater management and reduce risks to flooding;
- Social Equity: Park amenities that support social gathering and community engagement, improve park access, and help combat inequitable exposure to heat;

- Safety: Consider implementing best practices observed in principles like Crime Prevention Through Environmental Design and Safe Routes to School.

OBJECTIVE 6.1.3: ACCESS TO RECREATION FACILITIES.

All public recreational parks and facilities shall have operational automobile, bicycle and pedestrian access as deemed appropriate by the City Commission. Accessibility shall be based upon the size, scale, facilities and programming present at the facility.

POLICY 6.1.3.1: RIGHT-OF-WAY IMPROVEMENTS.

The City shall continue to provide maintenance of recreation facility right-of-ways by qualified staff and by utilizing proper equipment. Landscaping and live plants will be properly maintained. Structures will be inspected and repaired when damage is noticed.

POLICY 6.1.3.2: DESIGN OF ACCESS FACILITIES.

All new or redeveloped public parks and facilities shall be designed and constructed with accessways that are compatible with the character and quality of on-site natural resources, and are compatible with the Americans with Disabilities Act.

POLICY 6.1.3.3: PARKING AREAS AND BICYCLE ACCOMMODATIONS.

The City shall continue to provide vehicular parking spaces and/or bicycle racks or lockers at recreational sites where needed and deemed feasible, and to meet multimodal transportation initiatives in the City.

POLICY 6.1.3.4: FACILITIES FOR HANDICAPPED AND ELDERLY.

The City shall continue to assure that future recreation areas and facilities are accessible to the disabled and the elderly.

POLICY 6.1.3.5: RECREATIONAL TRAILS AS COMMUNITY CONNECTORS AND BUFFERS.

The City is encouraged to incorporate nature trails or pedestrian pathways to connect residential and mixed-use spaces with recreational facilities, or as a buffer between land uses, within the City with a focus on Community Redevelopment Areas. Incorporated trails and/or trailheads may also be used to add new recreational spaces into existing neighborhoods and Opportunity Areas identified through the currently adopted Downtown Kissimmee CRA Plan Update.

POLICY 6.1.3.6: PARKS AND RECREATION MASTER PLAN.

City shall establish a Parks and Recreation Master Plan to ensure that sufficient park facilities are being provided. The Master Plan shall at all times include a parks LOS analysis and findings from a citizen survey conducted by the City. The City shall update the Parks

and Recreation Master Plan no less than every five years. Any improvements needed to correct deficiencies identified by the analysis shall be incorporated into the City's CIP.

OBJECTIVE 6.1.4: ACCESS TO LAKE TOHOPEKALIGA AND TRIBUTARIES.

The City of Kissimmee shall continue to provide and maintain access points to Lake Tohopekaliga, which serves as an entry point to portions of tributaries such as the southern part of Shingle Creek.

POLICY 6.1.4.1: REQUIRE THE AVAILABILITY AND MAINTENANCE OF BOAT RAMPS.

The City shall assure access to Lake Tohopekaliga, and Shingle Creek, by continuing to provide and maintain the existing seven boat ramps at Lakefront Park. Through an agreement with Florida Fish and Wildlife Conservation Commission, the City must keep the boat ramps and facilities open for public use, maintained in accordance with all applicable health and safety standards and kept in good repair to prevent undue deterioration and provide for public use (Paragraph 3 of Agreement #88139). Access to Shingle Creek is via Lake Tohopekaliga.

POLICY 6.1.4.2: PUBLIC ACCESS

The City will continue to actively manage Lake Tohopekaliga's natural areas to provide a safe and welcome area for the public.

OBJECTIVE 6.1.5: PUBLIC AND PRIVATE COORDINATION IN PLANNING FOR RECREATION IMPROVEMENTS.

The City shall continue to coordinate planning for recreation improvements with each level of government, including Osceola County, the Osceola County School Board, the State of Florida, community organizations, and the private sector in order to promote recreational opportunities in a cost effective manner. The City is not responsible for deficiencies in unincorporated Osceola County.

POLICY 6.1.5.1: JOINT FACILITIES USE AND PLANNING.

The City shall continue to honor the Intergovernmental Recreational Facilities Agreement with the Osceola County School Board, and all other similar interlocal agreements governing co-location and joint-use of recreation facilities. The City has amended this agreement whereby both parties agree to improve existing school recreation sites so that these areas may also serve as neighborhood or community parks. Improvements should concentrate on adding facilities that are shown to be deficient. The City and School Board shall also jointly devise plans for developing recreational areas of future school sites to neighborhood and community park standards in accordance with the Interlocal Planning Coordination Agreement between the City and the School Board.

POLICY 6.1.5.2: CITY-COUNTY COORDINATION OF RECREATIONAL LEVELS OF SERVICE.

The City shall continue to coordinate its level of service standards for parks with those of Osceola County in close proximity to the City. Upon annexation, any deficit in park land acreage caused by the annexation shall be corrected by the City in order to meet the adopted recreation level of service standard.

POLICY 6.1.5.3: COORDINATE WITH THE PRIVATE SECTOR.

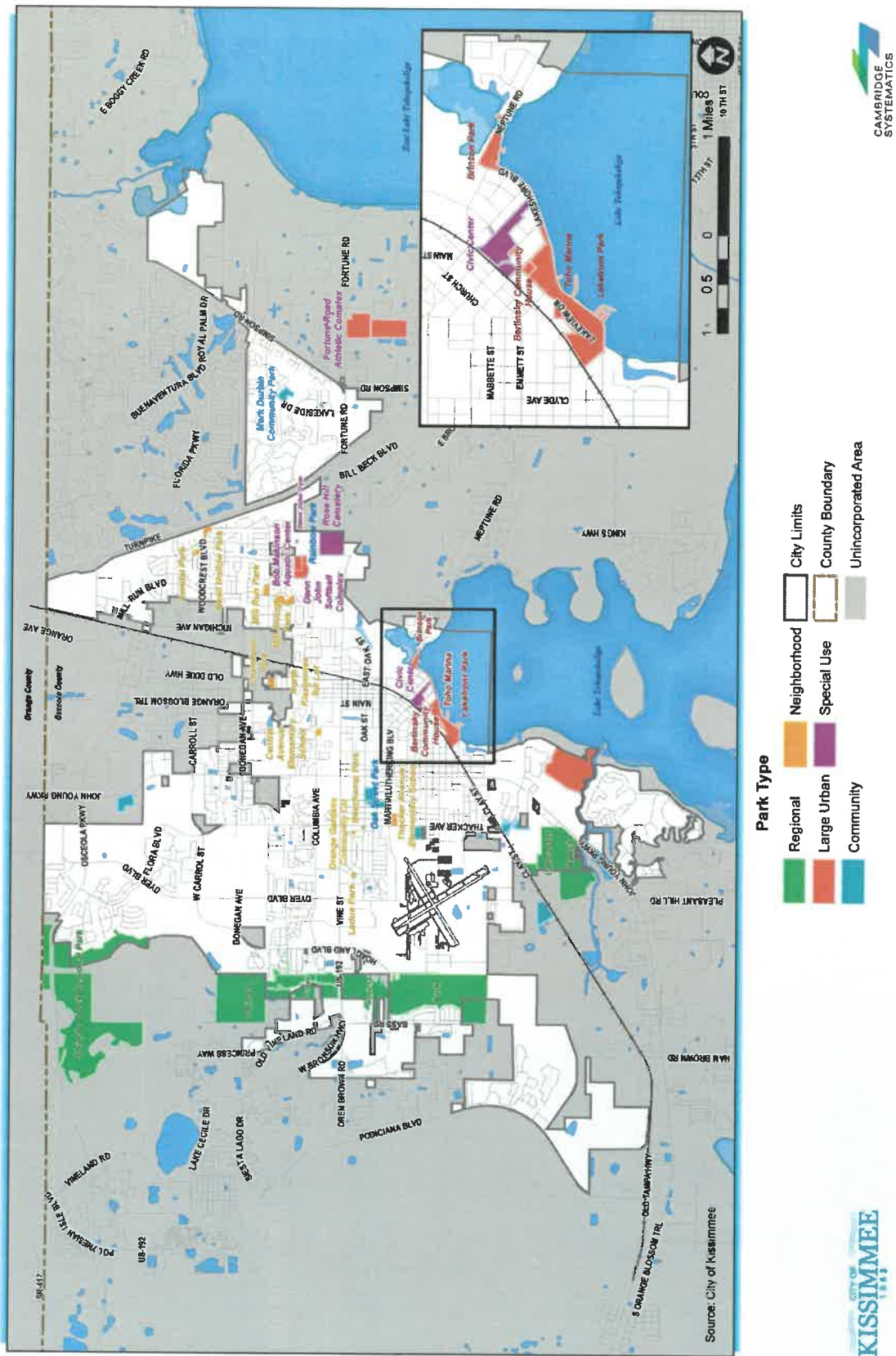
The City shall continue to coordinate with the private sector as well as existing and future businesses located within the City to develop additional mechanisms for accommodating future recreation land and facility needs.

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Existing Recreation Facilities

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Figure 6-1: Existing Recreation Facilities Map



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ITEM 5.A

Fee Waiver Grant Scoring - Period I 2025/26

Item Details

Fee Waiver Grants - Period I - October 1, 2025 through January 31, 2026

- Viva Osceola
- Boo! on Broadway
- Orlando Japan Festival
- Keep Kids off the Streets
- Thanksgiving Celebration

Attachment(s):

1. Boo Binder Final
2. Keep Kids OTS binder Final
3. Orlando Japan Binder
4. Thanksgiving Binder
5. Viva Binder

FEE WAIVER GRANT RANKING FORM

Organization Name: Kissimmee Main Street

Event Name: Boo on Broadway

Event Date: 10.31.2025

Year of fee waiver award: Signature

ORGANIZATION / EXPERIENCE	50 POINTS	
Has the sponsoring organization previously produced events in Kissimmee? (20 points)		
Has this specific event been produced previously? (10 points)		
What is the uniqueness of the proposed event? (10 points)		
How does the proposed event support the organization's mission and benefit residents? (10 points)		
EVENT REVENUE / ECONOMIC IMPACT	25 POINTS	
Will the proposed event impact local businesses? If so, please describe. (15 points)		
Evaluation of itemized event budget submitted by sponsoring organization. (10 points)		
MARKETING	15 POINTS	
How does the proposed event benefit the image/reputation of the City? (5 points)		
Evaluation of the marketing plan, including types of advertisement and a timeline provided? (5 points)		
How much money will the sponsoring organization commit towards advertising? (5 points)		
COLLABORATION	10 POINTS	
Is the sponsoring organization collaborating with any other non-profit group? (5 points)		
Has the sponsoring organization solicited local vendors to support the event? (5 points)		
Sub Total Points (Possible Score 100)		
POST EVENT EVALUATION	-5 /0/+5 POINTS	
For those sponsoring organizations that have previously received a fee waiver, did the organization meet all commitments and complete a Final Grant Report?		
- Was a final budget submitted? - Was a list of vendors submitted? - Were samples of marketing materials submitted?		
TOTAL POINTS AWARDED		

Percentage of Maximum of Award				
PARAB Score (Points)	Year 1	Year 2	Year 3	Year 4
90-100	100	80	60	40
80-89	90	70	50	30
70-79	80	60	40	20
60-69	70	50	30	10
50-59	60	40	20	
40-49	50	30	10	
30-39	40	20		
20-29	30	10		
10-19	20			
0-9	10			

FEE WAIVER GRANT RANKED BY: _____

Fee Waiver Amount Requested: \$3,000.00**Previous Year's Fee Waiver Award:** \$9,001.00 (PS)

Fee Waiver Grant Program



Submitted on	30 April 2025, 3:16AM
Receipt number	28
Related form version	6

Requesting Organization Information

Full Legal Name of Organization	Kissimmee Main Street
Name of Chief Officer/Present	Diana Marrero-Pinto
Telephone Number	4078464643
Mobile Number	4407148124

Organization Address

Street Address	421 Broadway
City	Kissimmee
State	FL
Zip Code	34741
Eligibility/Type	Non-Profit

Event Information

Name of Event	BOO! on Broadway
Date of Event	10/31/2025
Start Time of Event	6:00pm
End Time of Event	9:00pm

Description of Event	Kissimmee Main Street presents the most anticipated event of the year. BOO! on Broadway is the largest street party in Osceola County with live music from Billboard recording artist and local musicians providing dance music from two professional sound stages. The event includes over 100 vendors comprised of local businesses, nonprofits, government, and artisans offering candy to costumes trick-or-treaters. Fun for the whole
----------------------	---

family this block includes activities and family dinner specials from participating restaurants. Boasting a steady increase in attendance annually, BOO! on Broadway proves to be a Kissimmee favorite year after year and increases Sunrail ridership, visitors, and is an economic boost for Historic Downtown Kissimmee businesses.

Estimated Number of Attendees	12,000
Location of Event	Broadway, Historic Downtown Kissimmee
Grant Request Amount	\$3,000
Is this event free and open to the public?	Yes

Event Contact

Contact Person	Diana Marrero-Pinto
Title of Contact Person	Executive Director
Contact Phone	4407148124
Contact Email	dmarreropinto@kissimmeemainstreet.org

Event Setup and Strike

Event Setup - Date	10/31/2025
Event Setup - Start Time	4:00 pm
Event Strike - Date	10/31/2025
Event Strike - Time	9:30pm

Event Logistics

Will your event require outdoor staging?	Yes
Will your event require tents?	Yes
Will your event require vehicle access to the park?	No
Will your event require road closures?	Yes
Will your event require portable restrooms?	Yes
Will your event require utilities?	Power
Will your event require the use of additional space?	None

Where will your event take place?	Outdoors
Will you have vendors at this event?	Yes

Fishing Tournament

Is the event a fishing tournament?	No
Will your event require a boat ramp?	
How many boats are expected to participate	
Will your event require space for a tournament draw?	
Will your event require space for a weigh-in?	

Entertainment

Will your event have performers?	Yes
Please describe the type of performers you will have at this event.	BOO! on Broadway features two stages with DJ's and musical artist, both local and international.
Does your entertainer have special requirements and/or technical rider?	Yes
Will your event require a DJ?	Yes
Will your event require alcoholic beverages to be dispensed or sold?	No

Audio/Visual

What audio/visual needs do you have for your event?	BOO! on Broadway's two stages both have professional sound equipment.
Will you hire an outside production company for this event?	Yes

Promotions

How will you promote your event?	Kissimmee Main Street intends to apply for Experience Kissimmee marketing grants to place billboards throughout Osceola and Orange County. Alongside these advertisements we will utilize social media, radio, and print ads.
At what level will your event be promoted?	Regional
Will the media be invited?	No
If the media will be invited, what type of media will be	

expected?

Facebook

Kissimmee Main Street

Instagram

Kissimmee Main St.

If you have one, please share your event web page

www.Kissimmeemainstreet.org

Organisational Structure

How long has the sponsoring organization been incorporated?

Kissimmee Main Street has been incorporated since August 1997.

How long has the sponsoring organization physically been in operation?

Kissimmee Main Street has been incorporated operation since 1996.

Please provide an organization chart of the Local Organizing Committee and describe how the sponsoring organization recruits volunteers to facilitate the event.

As a nonprofit Kissimmee Main Street is governed by a Board of Directors who the Executive Director reports to.

Executive Director, Diana Marrero-Pinto
a staff of two and all volunteers report to the Executive Director.
Ruth Mendez, Small Business Liaison
Ashley Guss, Marketing Coordinator

Organization and Experience

Has the sponsoring organization previously produced an event in Kissimmee?

Yes

Has this specific event been previously produced?

Yes

Where and when has this event taken place previously?

BOO! on Broadway has always taken place on Broadway in Kissimmee. Last years event was held in October 2024z

What is the uniqueness of this proposed event?

BOO! on Broadway has become the largest block party in Osceola County. This three hour event is packed with music, vendors, and activities. The most unique and arguably most rewarding aspect of the event is the financial boost it provides to the small business in Historic Downtown Kissimmee. By bringing record numbers year after year, BOO! has participated in assisting local restaurants in achieving record sales.

How does the proposed event support the organization's mission and impact to residents?

Kissimmee Main Street's mission; to preserve and enhance Historic Downtown Kissimmee for the enjoyment and enrichment of current and future generations, could be no more achieved then through this multicultural, multigenerational, ageless event. By bringing families and people of all ages together on Broadway, the heart of Kissimmee, to create memories through food, music, and fun we are spotlighting our community in a positive light while supporting economic vitality.

Event Revenue & Economic Impact

How will your proposed event impact local businesses?

There have been no sales comparable to those during BOO! on Broadway. Kissimmee Main Street has received survey responses attesting to the increased sales during the hours of the event. In addition, businesses have an increased opportunity for visibility resulting in future visits.

Please attach you itemized event budget

[IMG_7967.jpeg](#)

Marketing

How does the proposed event benefit the image or reputation of the City?

Kissimmee Main Street has partnered with the City of Kissimmee on several successful events. BOO! on Broadway, like all other events will work seamlessly with the City of Kissimmee to continue to provide quality, organized events that showcase the vibrancy of our downtown, safety of our communities, and growth of the area while providing families with warm memories, laughter, and enjoyment.

Please identify all forms of advertisement to be used and provide a timeline for all promotion and advertising.

Kissimmee Main Street has applied for a grant with Experience Kissimmee for BOO! On Broadway . If awarded, our intention is to various forms of advertising including; billboards, radio, print, billboards, and social media.

6 Months Prior to Event

- ☐ Theme/Color/ Design decided
- ☐ Approved Event Flyer (Save the Date) posted to social media
- ☐ Create budget
- ☐ Create Billboard ad

3 Months Prior to Event

- ☐ Post flyers in business windows
- ☐ Post flyer in KMS windows
- ☐ Highlight individual aspects of events
- ☐ Share with all free sites
- ☐ Add to Main Street Minute
- ☐ Print advertising (magazine/newspaper)
- ☐ Place on our outdoor chalkboard

One Month Prior to Event

- ☐ Sponsorships thank you via social media and radio
- ☐ Create event-centric Aframes
- ☐ Write Press Release- submit for approval
- ☐ Aframes in DT key locations
- 1881
- Matadors
- Main Street Pizza

Two Weeks Preceding Event

- ☐ Press Release Out
- ☐ Heavy push

Week of

- ☐ Signs in median
- ☐ Final Social Media boost

How much money will the sponsoring organization commit towards advertising?

Kissimmee Main Street intends to contribute the entire Experience Kissimmee grant amount to the advertising budget once awarded, a total of \$7,000.

Collaboration

Is the sponsoring organization collaborating with any other non-profit groups?

Yes

Please list all other non-profit groups you will be collaborating with for this event.

Kissimmee Main Street partners with The Early Learning Coalition of Osceola County to create and present, Bitty Boo, an area specializing in entertainment and providing resources to children under five years old.

BOO! On Broadway

Event Budget for Boo! On Broadway: EXPENSES

Operational	Estimated	Actual
Entertainment	\$10,000.00	
Street Closure	\$7,000.00	
Equipment (Stage)	\$6,500.00	
DJ	\$1,500.00	
Total	\$25,000.00	\$0.00

Activities/Displays	Estimated	
Theme-Photo Booth	\$500.00	
Photo Machine	\$300.00	
Games	\$800.00	
Total	\$1,600.00	\$0.00

Design/Print	Estimated	
Graphics/Logo	\$0.00	\$0.00
Printing	\$300.00	
Maps	\$1,000.00	
Total	\$1,300.00	\$0.00

Marketing	Estimated	
Print	\$1,000.00	
Radio	\$2,000.00	
Billboard	\$2,000.00	
Social Media	\$500.00	
Total	\$5,500.00	\$0.00

Refreshments	Estimated	
Candy*	\$3,000.00	
Volunteer Water	\$100.00	
Volunteer Snack	\$500.00	
Entertainers food	\$500.00	
Total	\$4,100.00	

Promotional Items	Estimated	
Bags	\$1,000.00	
T-shirts	\$10,000.00	
Total	\$11,000.00	\$0.00

Misc	Estimated	Actual
Misc	\$1,000.00	
Hotel	\$300.00	
Total	\$1,300.00	\$0.00

Total Expenses	Estimated	Actual
	\$49,800.00	\$0.00

Notes

Estimated vs. Actual





Organization: Kissimmee Main Street

Event Name: Boo! on Broadway

Event Date: October 24, 2025

Administration Fee	One time fee		Notes/Comments	Total
	\$100.00		One time charge	\$100.00
Premises Rented:	Associated fee		Notes/Comments	Total Premises rented
	\$0.00			\$0.00
				\$0.00
Rental Items:	Associated Fee		Notes/Comments	Total Rental items
Traffic Barricades (type II)	\$1.00	40		\$40.00
Traffic Barricades (type III)	\$2.00	15		\$30.00
Crowd Control Barricades	\$25.00	30		\$750.00
Portalets	\$415.00	3	3 locations (2reg, 1ada, 1sink)	\$1,245.00
Light Tower	\$150.00	4		\$600.00
Stage Panels	\$50.00	12	16' x 24'	\$600.00
Non Taxed Rental Items:	Associated Fee		Notes/Comments	Total Taxes:
	\$0.00	0		\$0.00
	\$0.00	0		\$0.00
Taxes:	Tax Rate		Notes/Comments	Total Taxes:
	0.00%		Tax Exempt	\$0.00
Staffing and Personnel Requirments:	Hourly Rate	Count	Notes/Comments	Total for Staffing/Personnel (Non Taxable Fees)
Event Monitor	\$20.00	16		\$320.00
Facility Technician	\$35.00	16	4 EMT's - 4hrs	\$560.00
Fire Inspector	\$62.00	91	13 officers x 7hrs	\$5,642.00
EMT (Emergency Medical Technician)	\$62.00	25	5 officers x 5	\$1,550.00
Security	\$67.00	12	2 Officers x 7hrs	\$804.00
KPD	\$67.00	7	1 Officer	\$469.00
Public Works	\$31.00	18	Traffic & Streets	\$558.00
			Notes/Comments	
Total Fee's and Charges:				\$13,268.00
Damage Deposit			20% of Facility Rental fee;Refundable; Additional Fee on Total Charges	\$0.00
Fee Waiver Amount (if applicable)			Must apply via kissimmee.gov; only available to non profit organizations	\$0.00
Remaining Balance Due			Due 30 days in advance of event date	\$13,268.00
Reservation Deposit			Required at time of booking; Applied to total due; Non refundable Fee)	\$500.00

*Event Quote is subject to change based off of clients event needsand requests

FEE WAIVER GRANT RANKING FORM

Organization Name: Outreach Church of Jesus

Event Name: Help Keep Kids off the Street Walkathon

Event Date: 11/15/2025

Year of fee waiver award: Sunset

ORGANIZATION / EXPERIENCE	50 POINTS	
Has the sponsoring organization previously produced events in Kissimmee? (20 points)		
Has this specific event been produced previously? (10 points)		
What is the uniqueness of the proposed event? (10 points)		
How does the proposed event support the organization's mission and benefit residents? (10 points)		
EVENT REVENUE / ECONOMIC IMPACT	25 POINTS	
Will the proposed event impact local businesses? If so, please describe. (15 points)		
Evaluation of itemized event budget submitted by sponsoring organization. (10 points)		
MARKETING	15 POINTS	
How does the proposed event benefit the image/reputation of the City? (5 points)		
Evaluation of the marketing plan, including types of advertisement and a timeline provided? (5 points)		
How much money will the sponsoring organization commit towards advertising? (5 points)		
COLLABORATION	10 POINTS	
Is the sponsoring organization collaborating with any other non-profit group? (5 points)		
Has the sponsoring organization solicited local vendors to support the event? (5 points)		
Sub Total Points (Possible Score 100)		
POST EVENT EVALUATION	-5 /0/+5 POINTS	
For those sponsoring organizations that have previously received a fee waiver, did the organization meet all commitments and complete a Final Grant Report?		
- Was a final budget submitted? - Was a list of vendors submitted? - Were samples of marketing materials submitted?		
TOTAL POINTS AWARDED		

Percentage of Maximum of Award				
PARAB Score (Points)	Year 1	Year 2	Year 3	Year 4
90-100	100	80	60	40
80-89	90	70	50	30
70-79	80	60	40	20
60-69	70	50	30	10
50-59	60	40	20	
40-49	50	30	10	
30-39	40	20		
20-29	30	10		
10-19	20			
0-9	10			

FEE WAIVER GRANT RANKED BY: _____

Fee Waiver Amount Requested: \$3,000.00 **Previous Year's Fee Waiver Award:** \$971.00 (2023)

Fee Waiver Grant Program



Submitted on	1 April 2025, 11:10AM
Receipt number	27
Related form version	6

Requesting Organization Information

Full Legal Name of Organization	Outreach Church of Jesus
Name of Chief Officer/Present	Aubrey Kipp, Pastor
Telephone Number	4076932711
Mobile Number	8475336345

Organization Address

Street Address	7526 E Irlo Bronson Memorial Highway
City	St Cloud
State	Florida
Zip Code	34771
Eligibility/Type	Non-Profit

Event Information

Name of Event	14th Annual Help Keep Kids off the Streets Walkathon
Date of Event	11/15/2025
Start Time of Event	10 am
End Time of Event	3 pm
Description of Event	The goal of our annual Walk is to raise awareness of the programs and services both we and likeminded organizations provide to the local community to help meet the mental, physical, social and emotional needs of the children and families we serve. We invite other businesses and non profits who share like passions as

we do to come out to our event and set up booths to spread awareness of the children and family programs and services they offer which are available to Osceola county and Central Florida residents. We do not charge these other businesses whom we like to call our "community friends" to be part of our event as we recognize that we are all working together to make our community a safer, stronger, better place for everyone.

The Walk is completely free and open to everyone in the general public. It's free to register and win any of the raffle donations we receive. We do not charge Vendors to participate at our Walk. Moreover, we provide free food and drink to the first 500 registered walkers.

Last year, during our 13th Walk, we gave back to the community over \$25,000 worth of donations from local businesses, restaurants and attractions creating additional foot traffic to over 100 unique businesses in our local community while providing an abundance of good will for the residents and Walk participants.

It is in our heart to be able to raffle off college scholarships and even a car in future events.

All people, regardless of age, gender, nationality, race or religion are able to register to Walk and win the raffle donations. We do all in the name of Jesus Christ, giving glory and honor to our God and Savior who continues to give us great grace to host this wholesome event.

Estimated Number of Attendees	500
-------------------------------	-----

Location of Event	Kissimmee Lakefront Park
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Grant Request Amount	\$3000
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Is this event free and open to the public?	Yes
--	-----

Event Contact

Contact Person	Brian Muhich
----------------	--------------

Title of Contact Person	Elder/Board Director/Walk Director
-------------------------	------------------------------------

Contact Phone	8475336345
---------------	------------

Contact Email	bwmuhich@gmail.com
---------------	--------------------

Event Setup and Strike

Event Setup - Date	11/15/2025
--------------------	------------

Event Setup - Start Time	7 am - 10 am
--------------------------	--------------

Event Strike - Date	11/15/2025
---------------------	------------

Event Strike - Time	3 pm - 4pm
---------------------	------------

Event Logistics

Will your event require outdoor staging?	No
--	----

Will your event require tents?	No
--------------------------------	----

Will your event require vehicle access to the park?	Yes
---	-----

Will your event require road closures?	No
--	----

Will your event require portable restrooms?	No
---	----

Will your event require utilities?	Power Water
------------------------------------	----------------

Will your event require the use of additional space?	None
--	------

Where will your event take place?	Outdoors
-----------------------------------	----------

Will you have vendors at this event?	Yes
--------------------------------------	-----

Fishing Tournament

Is the event a fishing tournament?	No
------------------------------------	----

Will your event require a boat ramp?	
--------------------------------------	--

How many boats are expected to participate	
--	--

Will your event require space for a tournament draw?	
--	--

Will your event require space for a weigh-in?	
---	--

Entertainment

Will your event have performers?	No
----------------------------------	----

Please describe the type of performers you will have at this event.	
---	--

Does your entertainer have special requirements and/or technical rider?	No
---	----

Will your event require a DJ?	No
-------------------------------	----

Will your event require alcoholic beverages to be dispensed or sold?	No
--	----

Audio/Visual

What audio/visual needs do you have for your event? None.

Will you hire an outside production company for this event? No

Promotions

How will you promote your event? Social Media, print materials, word of mouth, t-shirts, radio and TV.

At what level will your event be promoted? Local
Regional

Will the media be invited? Yes

If the media will be invited, what type of media will be expected? TV and Radio will be invited. Neither media outlets have come previous walks; however, we continue to build relationships in the community to raise awareness of our annual event and are hopeful to secure some type of media presence for this year's walk.

Facebook www.facebook.com/ocojwalk

Instagram <https://www.instagram.com/ocojwalk?igsh=MTZpZGllbnp3a2F1aQ==>

If you have one, please share your event web page <https://14thHKKOTSwalk2025.eventbrite.com>

Organisational Structure

How long has the sponsoring organization been incorporated? Incorporation Date: 3/1/1986.

How long has the sponsoring organization physically been in operation? 3/1/86. Non profit status since 8/11/1993.

Please provide an organization chart of the Local Organizing Committee and describe how the sponsoring organization recruits volunteers to facilitate the event.

PASTOR:
Aubrey Kipp

EVENT DIRECTOR:
Brian Muhich

WALK PLANNING COMMITTEE:
Deedee Muhich, Ricky Jones, Heralynn Jones, Caleb Rosebury, Lavender Rosebury, Kierra Rosebury, Destiny Kipp and Mylady Figueroa

ADDITIONAL WALK VOLUNTEERS:
~ 100 other members of OCOJ.
The national and international members of OCOJ volunteer to organize and operate this event while reaching out to local community business partners to participate in the event as "community friends."

Organization and Experience

Has the sponsoring organization previously produced an event? Yes

in Kissimmee?

Has this specific event been previously produced?

Yes

Where and when has this event taken place previously?

Our last 6 Annual Walks - 8th - 13th - have taken place at Kissimmee Lakefront Park (2018 - 2024). The first 7 Walks were held at Lake Eola Park in Orlando (2010 - 2017). We had one year off between the 7th and 8th Walks.

What is the uniqueness of this proposed event?

What event can you participate in for FREE, get FREE food and drink for hours and have a chance to win over \$20,000 worth of FREE giveaways?! The event is a wholesome, family friendly event creating great community morale at no cost to anyone. And just wait until we are able to raffle off a free car to the community!!

How does the proposed event support the organization's mission and impact to residents?

This event helps raise awareness of our presence and the programs we offer to our shared community and our resident neighbors. The impact to residents served by OCOJ has been extremely positive not only to the individuals we serve but also to the community at large, because by the power of God, residents' lives change from murderers to ministers of peace. Through faith in God which residents receive through the work of the local church at OCOJ, suicidal individuals find renewed purpose and hope. Those bound in depression and oppression find freedom, forgiveness and love in Jesus Christ. The hateful become loving residents, beautiful neighbors and model citizens to the community. Thieves are converted into residents working that which is honest with their hands and become productive members of our city. Liars become honorable citizens speaking only truth to their neighbors. The drunkard receives their sobriety back, are able to hold a steady job and provide for their own household.

Through OCOJ's local, national and international street missions, troubled youth of all ages receive deliverance from destructive lifestyles, deadly relationships, violence, drug addiction, crime, homelessness, oppression, hopelessness, depression, fear and hate, bringing lasting, positive change to both the youth we reach and to each community we have grace to minister and to serve.

Event Revenue & Economic Impact

How will your proposed event impact local businesses?

Quite a few local businesses receive recognition during our event as we have many local businesses donate gifts for us to raffle off to the community and we recognize them openly before, during and after the Walk. In past walks, we have been able to give local businesses who come to our event as Vendors or Community Friends space to set up booths and to speak for a few minutes over the speaker system to help raise awareness about their business.

Then you have local groceries like The Fresh Market in Kissimmee and 10th Street Produce in Saint Cloud who have been regular supporters, and their sponsorship of our event has provided opportunities to increase foot traffic into their respective stores. Lastly, you have the businesses near Lakefront Park and downtown Main Street who benefit from increased foot traffic during the actual event.

Please attach your itemized event budget

[Budget 2025 14th Walk.pdf](#)

Marketing

How does the proposed event benefit the image or reputation of the City?

Do you believe in the sanctity of marriage? Do you believe marriage is honorable in all and the bed undefiled? Do you believe in our daughters

and sons preserving their virginity until they marry? Do you believe in modesty? Do you believe in speaking the truth in love to one another, and putting away lying? Do you believe in working only that which is honest with our own hands? Do you believe in working with all diligence and not being slothful, both when your boss/parents/peers are around, and when no one else is looking? Do you believe in safeguarding a sober mind, husbands loving their wives and wives reverencing their husbands? Do you believe in children obeying their parents in all things that are upright and honest? Do you believe in thinking about the needs of others, and not just our own needs? Do you believe in sacrifice and laying down your life to help others in need? Do you believe in righteousness? Do you believe in forgiveness? Do you believe in second chances? Do you believe in doing unto others as you would have done to you?

All of these precepts, our organization embraces, supports and advocates, and we pray the City shares this same heart. Our event reinforces these precepts, brings awareness of this way of life and promotes this image as one to be desired not only for the City of Kissimmee at large but for each individual resident and neighborhood we share.

We trust our event can help the City build a reputation of being a God honoring community. A City that is not ashamed of the gospel of Jesus Christ. A City that works all righteousness and works with its residents to restore holiness in the land we inhabit for this short time we are here in the earth that when we die, the account we give before our Sovereign Lord, Creator and Judge will be a positive one in which we will hear, "Well done my good and faithful servant."

Please identify all forms of advertisement to be used and provide a timeline for all promotion and advertising.

Social Media Outlets:
 Eventbrite (<https://ocojwalk.eventbrite.com> - currently active) Facebook (www.facebook.com/ocojwalk - currently active)
 Hispanic Business Counsel (through communication with Bethsaida Garcia) 407area.com (event to be added by October 1st)
 AllEvents.in (event to be added by October 1st)
<https://www.visitorlando.com/events/> (event to be added by October 1st)
<http://www.eventeny.com> (event to be added by October 1st)

Local Facebook Groups [St Cloud Community, Kissimmee / St Cloud / Lake Nona Classifieds] (event to be added by October 1st)

Print Outlets:
 Main Walk Flyer - 5 x 7 postcards being distributed throughout the community (these are already developed with print and distribution in the works). Main Walk flyer will be available in both English & Spanish (electronically). 11 x 14 Posters to be printed and displayed in local business's storefront windows (2 months prior to event)
 T-shirt advertisement of our event (shirts worn by OCOJ members 2 months leading up to event)

Media:
 WFTV (TV), Z88.3 (radio) - requesting promotion of event week prior (and week of event)

How much money will the sponsoring organization commit towards advertising?

\$2000.00

Collaboration

Is the sponsoring organization collaborating with any other non-profit groups?

Yes

Please list all other non-profit groups you will be collaborating

We typically solicit vendor sponsorships a little closer to the event.

with for this event.

We're still more than 7 months out from our event, so we'll begin more aggressive vendor solicitation beginning in May & June 2025. Our vendor partners are really more community supporters, as we don't sell anything at the event with it being completely free to the community, so any food "vendors" actually just donate all the food they cook, but we historically have 10-20 vendors (community business supporters) at our event. KPD, KFD, Osceola County Sheriff's Office, YMCA, Universal Nissan/Hyundai, Aetna, Walmart, Olive Garden, Texas Roadhouse, Dave & Buster's, Pizza Hut, Marco's Pizza have been past participating organizations, to name a few.

Proposed BUDGET:
14th Annual HKK's Walkathon

Last updated:
4/1/2025

Budget Item	Cost
Advertising & Promotion (including social media, printed material, event T-shirts)	\$2,000
Food & Drink (Icee vendor)	\$500
Gifts (Education Scholarships/Outstanding youth of the year awards)	\$2,500
Licensing & Registration Fees	\$360
Supplies (e.g. wrist bands, tents/leg weights, displays, food and drink supplies, etc.)	\$500
Venue	\$1,140
TOTAL Cost	\$7,000



Organization: Outreach Ministries HH# 4448		Event Name: Keep Kids Off the Street		Event Date: 11/15/2025	
Administration Fee	One time fee		Notes/Comments	Total	
	\$100.00		One time charge	\$100.00	
Premises Rented:	Associated fee		Notes/Comments	Total Premises rented	
Lighthouse Lawn	\$700.00			\$700.00	
Panther Pavilion	Included				
Otter Pavilion	Included				
Rental Items:	Associated Fee		Notes/Comments	Total Rental items	
Picnic Tables	\$15.00	4	4 Picnic Tables x \$15.00 each	\$60.00	
	\$0.00	0		\$0.00	
	\$0.00	0		\$0.00	
	\$0.00	0		\$0.00	
	\$0.00	0		\$0.00	
	\$0.00	0		\$0.00	
	\$0.00	0		\$0.00	
Non Taxed Rental Items:	Associated Fee		Notes/Comments	Total Taxes:	
	\$0.00	0		\$0.00	
	\$0.00	0		\$0.00	
Taxes:	Tax Rate		Notes/Comments	Total Taxes:	
	7.50%			EXEMPT	
Staffing and Personnel Requirments:	Hourly Rate	Count	Notes/Comments	Total for Staffing/Personnel (Non Taxable Fees)	
Event Monitor	\$20.00	7	1 Event Monitor x \$20/hr x 7 hours	\$140.00	
Facility Technician	\$20.00	0		\$0.00	
Fire Inspector	\$64.77	4	1 Fire Inspector x \$64.77/hr x 4 hours	\$259.08	
EMT (Emergency Medical Technician)	\$35.00	0		\$0.00	
Security	\$30.00	0		\$0.00	
KPD	\$55.00	0		\$0.00	
Crowd Managers	\$25.00	0		\$0.00	
			Notes/Comments		
Total Fee's and Charges:				\$1,259.08	
Damage Deposit			20% of Facility Rental fee; Refundable; Additional Fee on Total Charges	\$140.00	
Fee Waiver Amount (if applicable)			Must apply via kissimmee.gov; only available to non profit organizations	\$0.00	
Remaining Balance Due			Due 30 days in advance of event date	\$1,399.08	
Reservation Deposit			Required at time of booking; Applied to total due; Non refundable Fee)	\$500.00	

*Event Quote is subject to change based off of clients event needs and requests

FEE WAIVER GRANT RANKING FORM

Organization Name: Japan Association of Orlando, Inc

Event Name: Orlando Japan Festival 2025

Event Date: 11/09/2025

Year of fee waiver award: signature event

ORGANIZATION / EXPERIENCE	50 POINTS	
Has the sponsoring organization previously produced events in Kissimmee? (20 points)		
Has this specific event been produced previously? (10 points)		
What is the uniqueness of the proposed event? (10 points)		
How does the proposed event support the organization's mission and benefit residents? (10 points)		
EVENT REVENUE / ECONOMIC IMPACT	25 POINTS	
Will the proposed event impact local businesses? If so, please describe. (15 points)		
Evaluation of itemized event budget submitted by sponsoring organization. (10 points)		
MARKETING	15 POINTS	
How does the proposed event benefit the image/reputation of the City? (5 points)		
Evaluation of the marketing plan, including types of advertisement and a timeline provided? (5 points)		
How much money will the sponsoring organization commit towards advertising? (5 points)		
COLLABORATION	10 POINTS	
Is the sponsoring organization collaborating with any other non-profit group? (5 points)		
Has the sponsoring organization solicited local vendors to support the event? (5 points)		
Sub Total Points (Possible Score 100)		
POST EVENT EVALUATION	-5 /0/+5 POINTS	
For those sponsoring organizations that have previously received a fee waiver, did the organization meet all commitments and complete a Final Grant Report?		
- Was a final budget submitted? - Was a list of vendors submitted? - Were samples of marketing materials submitted?		
TOTAL POINTS AWARDED		

Percentage of Maximum of Award				
PARAB Score (Points)	Year 1	Year 2	Year 3	Year 4
90-100	100	80	60	40
80-89	90	70	50	30
70-79	80	60	40	20
60-69	70	50	30	10
50-59	60	40	20	
40-49	50	30	10	
30-39	40	20		
20-29	30	10		
10-19	20			
0-9	10			

FEE WAIVER GRANT RANKED BY: _____

Fee Waiver Amount Requested: \$3,000

Previous Year's Fee Waiver Award: \$3860.00 (PS)

Fee Waiver Grant Program



Submitted on	24 April 2025, 1:21PM
Receipt number	30
Related form version	6

Requesting Organization Information

Full Legal Name of Organization	Japan Association of Orlando, Inc.
Name of Chief Officer/Present	Takemasa Ishikura
Telephone Number	4074359387
Mobile Number	4074359387

Organization Address

Street Address	PO Box 692518
City	Orlando
State	FL
Zip Code	32837
Eligibility/Type	Non-Profit

Event Information

Name of Event	Orlando Japan Festival 2025
Date of Event	11/09/2025
Start Time of Event	11 am
End Time of Event	5 pm
Description of Event	Japnese cultural event.
Estimated Number of Attendees	5000
Location of Event	The Lakefront Park

Grant Request Amount	\$3000
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Is this event free and open to the public?	Yes
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Event Contact

Contact Person	Tony Takehara
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Title of Contact Person	Vice President
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Contact Phone	3214027000
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Contact Email	tonytakehara@gmail.com
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Event Setup and Strike

Event Setup - Date	11/08/2025
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Event Setup - Start Time	10 am
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Event Strike - Date	11/09/2025
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Event Strike - Time	6 pm
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Event Logistics

Will your event require outdoor staging?	Yes
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Will your event require tents?	Yes
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Will your event require vehicle access to the park?	Yes
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Will your event require road closures?	No
--	----

Will your event require portable restrooms?	Yes
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Will your event require utilities?	Power Water
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Will your event require the use of additional space?	None
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Where will your event take place?	Outdoors
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Will you have vendors at this event?	Yes
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Fishing Tournament

Is the event a fishing tournament? No

Will your event require a boat ramp?

How many boats are expected to participate

Will your event require space for a tournament draw?

Will your event require space for a weigh-in?

Entertainment

Will your event have performers? Yes

Please describe the type of performers you will have at this event. Taiko Drummers, Dancers, Aikido, Sumo Wrestlers, Cosplayers , etc.

Does your entertainer have special requirements and/or technical rider? No

Will your event require a DJ? No

Will your event require alcoholic beverages to be dispensed or sold? No

Audio/Visual

What audio/visual needs do you have for your event? The audio equipments come with the stage. We don't know the spec of the audio equipments.

Will you hire an outside production company for this event? No

Promotions

How will you promote your event? SNS only

At what level will your event be promoted? Local

Will the media be invited? No

If the media will be invited, what type of media will be expected?

Facebook <https://www.facebook.com/JapanOrlando>

Instagram https://www.instagram.com/orlando_japan_festival/

If you have one, please share your event web page

Organisational Structure

How long has the sponsoring organization been incorporated?	15 years.
How long has the sponsoring organization physically been in operation?	26 years.
Please provide an organization chart of the Local Organizing Committee and describe how the sponsoring organization recruits volunteers to facilitate the event.	Japan Association Of Orlando, Inc. We request local companies and organizations to recruit.

Organization and Experience

Has the sponsoring organization previously produced an event in Kissimmee?	Yes
Has this specific event been previously produced?	Yes
Where and when has this event taken place previously?	Last year. 11/17/2024
What is the uniqueness of this proposed event?	Unique cultural event.
How does the proposed event support the organization's mission and impact to residents?	The event draw many prospectores to Kissimmee.

Event Revenue & Economic Impact

How will your proposed event impact local businesses?	More prospectors means more business to Kissimmee. The quality event will bring good image to the city.
Please attach you itemized event budget	Budget for 2025.xlsx

Marketing

How does the proposed event benefit the image or reputation of the City?	This will be a quality event everyone can enjoy. This event will bring image of the city of Kissimme a great reputation.
Please identify all forms of advertisement to be used and provide a timeline for all promotion and advertising.	We only need to send notification on SNS a few months prior to the event date. No more advartizement is needed.
How much money will the sponsoring organization commit towards advertising?	\$15,000

Collaboration

Is the sponsoring organization collaborating with any other non-profit groups?	Yes
Please list all other non-profit groups you will be collaborating with for this event.	Orlando Hoshuko

Cost of Goods Sold

Cost of Food	\$387.28
Release of Non-cash Donation	\$2,782.00
Total COGS	\$3,169.28
Equipment Rental	\$8,911.75
Total Facility Charge- City of Kissm	\$8,731.50
Festival Entertainers	\$2,000.00
Festival Supplies	\$3,174.54
Insurance - Liability	\$577.31
Printing and Publications	\$1,085.90
	\$30,819.56



Organization: Orlando Japan Association

Event Name: Kissimmee/Orlando Japan Festival

Event Date: November 2025

Administration Fee	One time fee		Notes/Comments	Total
	\$100.00		One time charge	\$100.00
Premises Rented:	Associated fee		Notes/Comments	Total Premises rented
Veterans Lawn	\$1,295.00	1	1 day rental	\$1,295.00
Ruby Plaza	\$700.00	1		\$450.00
Pavilions Included	Included	1	Included	\$0.00
Rental Items:	Associated Fee		Notes/Comments	Total Rental items
Non Taxed Rental Items:	Associated Fee		Notes/Comments	Total Taxes:
Barricades	\$15.00	25		\$375.00
Taxes:	Tax Rate		Notes/Comments	Total Taxes:
	7.50%		Exempt	Exempt
Staffing and Personnel Requirments:	Hourly Rate	Count	Notes/Comments	Total for Staffing/Personnel (Non Taxable Fees)
Event Staff	\$20.00	64	8 hr x 8 staff (9:30am-5:30pm)	\$1,280.00
Facility Technician	\$20.00	16	8 hrs x 2 staffs (9:30am-5:30pm)	\$320.00
Fire Inspector	\$64.77	8	4 hrs x 2 staffs (8:00am-12:00pm)	\$518.16
EMT (Emergency Medical Technician)	\$35.00	18	6 hrs x 3 staff (11:00am-5:00pm)	\$630.00
KPD Supervisor	\$67.00	18	7 hrs x 2 staff (10:30am-5:30pm)	\$1,206.00
KPD Officer	\$62.00	42	7hrs x 6 officers (10:30am-5:30pm)	\$2,604.00
Security	\$30.00	32	8hrs x 4 (8:00am-7:00pm) Split schedule	\$960.00
			Notes/Comments	
Total Fee's and Charges:				\$9,738.16
Damage Deposit			20% of Facility Rental fee;Refundable; Additional Fee on Total Charges	\$500.00
Fee Waiver			Must apply via kissimmee.gov; only available to non profit organizations	
Remaining Balance Due			Due 30 days in advance of event date	\$10,238.16
Reservation Deposit			Required at time of booking; Applied to total due; Non refundable Fee)	

*Event Quote is subject to change based off of clients event needsand requests

FEE WAIVER GRANT RANKING FORM

Organization Name: Off the Grid Christian Ministries

Event Name: Soulful Sunday Thanksgiving Celebration

Event Date: 11/23/2025

Year of fee waiver award: 1

ORGANIZATION / EXPERIENCE	50 POINTS	
Has the sponsoring organization previously produced events in Kissimmee? (20 points)		
Has this specific event been produced previously? (10 points)		
What is the uniqueness of the proposed event? (10 points)		
How does the proposed event support the organization's mission and benefit residents? (10 points)		
EVENT REVENUE / ECONOMIC IMPACT	25 POINTS	
Will the proposed event impact local businesses? If so, please describe. (15 points)		
Evaluation of itemized event budget submitted by sponsoring organization. (10 points)		
MARKETING	15 POINTS	
How does the proposed event benefit the image/reputation of the City? (5 points)		
Evaluation of the marketing plan, including types of advertisement and a timeline provided? (5 points)		
How much money will the sponsoring organization commit towards advertising? (5 points)		
COLLABORATION	10 POINTS	
Is the sponsoring organization collaborating with any other non-profit group? (5 points)		
Has the sponsoring organization solicited local vendors to support the event? (5 points)		
Sub Total Points (Possible Score 100)		
POST EVENT EVALUATION	-5 /0/+5 POINTS	
For those sponsoring organizations that have previously received a fee waiver, did the organization meet all commitments and complete a Final Grant Report?		
- Was a final budget submitted? - Was a list of vendors submitted? - Were samples of marketing materials submitted?		
TOTAL POINTS AWARDED		

Percentage of Maximum of Award				
PARAB Score (Points)	Year 1	Year 2	Year 3	Year 4
90-100	100	80	60	40
80-89	90	70	50	30
70-79	80	60	40	20
60-69	70	50	30	10
50-59	60	40	20	
40-49	50	30	10	
30-39	40	20		
20-29	30	10		
10-19	20			
0-9	10			

FEE WAIVER GRANT RANKED BY: _____

Fee Waiver Amount Requested: \$3,000.00 **Previous Year's Fee Waiver Award:** n/a

Fee Waiver Grant Program



Submitted on	21 April 2025, 6:29PM
Receipt number	29
Related form version	6

Requesting Organization Information

Full Legal Name of Organization	OFF THE GRID CHRISTIAN MINISTRIES
Name of Chief Officer/Present	PASTOR MARY KEARNEY
Telephone Number	3216344107
Mobile Number	3216344107

Organization Address

Street Address	1538 TALLAHASSE BLVD UNIT 191
City	INTERCESSION CITY
State	FL
Zip Code	33848
Eligibility/Type	Non-Profit

Event Information

Name of Event	SOULFUL SUNDAY THANKSGIVING CELEBRATION
Date of Event	11/23/2025
Start Time of Event	12PM
End Time of Event	4pm
Description of Event	We come together as a community to give thanks, share blessings, and lift our spirits in unity and love. This special event is open to all families, friends, and neighbors alike.
Estimated Number of Attendees	50-100
Location of Event	KISSIMMEE CIVIC CENTER
Grant Request Amount	\$3000
Is this event free and open to the public?	Yes

Event Contact

Contact Person	PASTOR MARY KEARNEY
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Title of Contact Person	PASTOR
Contact Phone	3216344107
Contact Email	offthegridchristianministries@gmail.com

Event Setup and Strike

Event Setup - Date	11/22/2025
Event Setup - Start Time	12PM
Event Strike - Date	11/23/2025
Event Strike - Time	9 pm

Event Logistics

Will your event require outdoor staging?	No
Will your event require tents?	No
Will your event require vehicle access to the park?	No
Will your event require road closures?	No
Will your event require portable restrooms?	No
Will your event require utilities?	Power Water
Will your event require the use of additional space?	Private Meeting Space Food Prep Area Reception Area Dance Floor
Where will your event take place?	Indoors
Will you have vendors at this event?	Yes

Fishing Tournament

Is the event a fishing tournament?	No
Will your event require a boat ramp?	
How many boats are expected to participate	
Will your event require space for a tournament draw?	
Will your event require space for a weigh-in?	

Entertainment

Will your event have performers?	Yes
Please describe the type of performers you will have at this event.	SPEAKERS, SINGERS, AND MUSICIANS.

Does your entertainer have special requirements and/or technical rider?	No
Will your event require a DJ?	Yes
Will your event require alcoholic beverages to be dispensed or sold?	No

Audio/Visual

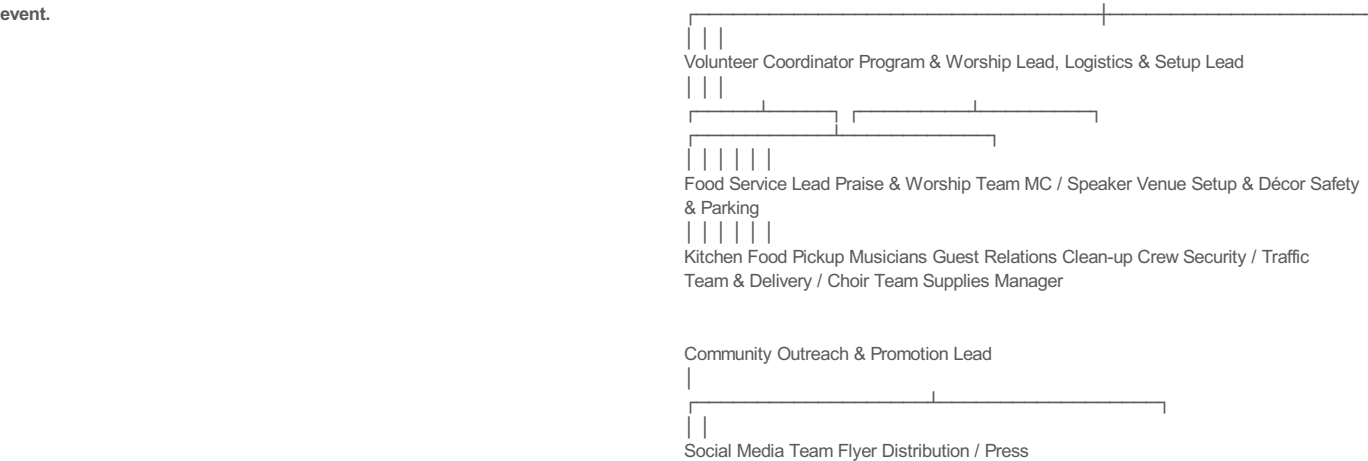
What audio/visual needs do you have for your event?	Sound engineer and videographer.
Will you hire an outside production company for this event?	No

Promotions

How will you promote your event?	Promotion Strategy for Soulful Sunday Thanksgiving Celebration - Church & Congregation Channels - Sunday Announcements: Mention the event during weekly services leading up to the date. - Bulletins & Newsletters: Include the event details with a warm invitation in printed or emailed bulletins. - Word of Mouth: Encourage church members to invite friends, neighbors, and coworkers personally. - Social Media Campaign - Event Page: Create a Facebook event with all the details and share it across platforms. - Countdown Posts: Post engaging content each day/one week prior (photos from past events, dish spotlights, volunteer shout-outs, etc.). - Short Video Invite: Record a fun or heartfelt video from the pastor or planning team inviting the community. - Hashtag: Use a custom hashtag like #SoulfulSundayThanksgiving or #GratefulTogether. - Community Outreach - Flyers & Posters: Distribute to local businesses, coffee shops, libraries, schools, and community centers. - Local Schools & Organizations: Partner with nearby schools, shelters, and nonprofits to invite families who may benefit most. - Press Release: Send a short write-up to local newspapers, radio stations, or community blogs. - Digital Outreach - Church Website: Create a dedicated page or banner with event details and RSVP info. - Email Blasts: Send warm invites to the church's mailing list with options to RSVP or volunteer. - Text Alerts: If your church uses a texting system, send reminders closer to the date. - Special Invitations - VIP Invites: Hand-deliver invitations to senior members, families in need, or first-time guests to make them feel extra welcome. - Community Influencers: Ask local community leaders, pastors, or even youth leaders to share the event and invite their circles.
At what level will your event be promoted?	Local
Will the media be invited?	Yes
If the media will be invited, what type of media will be expected?	News, Radio, Podcasters, Video-casters, and Social Media Influencers.
Facebook	
Instagram	
If you have one, please share your event web page	

Organisational Structure

How long has the sponsoring organization been incorporated?	Since 2018
How long has the sponsoring organization physically been in operation?	2018
Please provide an organization chart of the Local Organizing Committee and describe how the sponsoring organization recruits volunteers to facilitate the	Event Chair / Coordinator



Organization and Experience

Has the sponsoring organization previously produced an event in Kissimmee?	Yes
Has this specific event been previously produced?	Yes
Where and when has this event taken place previously?	Terra Verda Resort/ November 2024
What is the uniqueness of this proposed event?	Uniqueness of the Soulful Sunday Thanksgiving Celebration 1. Faith-Rooted Community Gathering This isn't just a meal — it's a worship-centered celebration rooted in gratitude and spiritual reflection. The integration of gospel worship, prayer, and testimonies sets a tone of thankfulness that goes deeper than tradition. 2. Soulful Atmosphere The "soulful" aspect is more than music — it's a vibe. Through heartfelt gospel music, warm hospitality, and meaningful fellowship, the event creates an emotionally rich experience that nourishes both the soul and the body. 3. Inclusive and Welcoming This event is truly open to all, not just church members. It invites the broader community, including those who may be struggling, alone, or in need of encouragement during the holiday season. It's a tangible expression of love, acceptance, and unity. 4. Family-Focused and Intergenerational Activities are designed to include every generation, from kids' activities to moments for elders to share wisdom and stories. It strengthens family bonds and community ties in a relaxed, joyful setting. 5. Community Service in Action Rather than simply handing out meals or donations, this event allows volunteers and guests to connect in real-time, serving, eating, and celebrating side by side. It's a hands-on way to live out the church's mission of service and love. 6. Culturally Enriching The menu, music, and messages reflect a rich cultural heritage that honors tradition while celebrating community diversity, making it feel personal and culturally relevant, especially for communities where soul food, music, and faith are deeply intertwined. 7. Memorable Worship + Meal Fusion The combination of an uplifting worship experience followed by a soul food Thanksgiving meal creates a powerful and memorable spiritual moment that lingers in hearts long after the plates are cleared.
How does the proposed event support the organization's mission and impact to residents?	The Soulful Sunday Thanksgiving Celebration Supports the Off the Grid Christian Ministries Church's Mission and Impacts Residents by: 1. Living Out the Church's Mission Our church missions include values like loving others, serving the community, spreading the gospel, and building unity. This event powerfully brings those principles to life by: • Demonstrating Compassionate Outreach The event reaches beyond church walls, offering a welcoming space for individuals and families of all backgrounds, including the underserved, the lonely, and the hurting. • Fostering Fellowship and Unity It strengthens relationships among church members while also forging new bonds with our neighbors, community, and local businesses, fulfilling the call to "love your neighbor as yourself." • Creating Opportunities to Serve Church members of all ages can live out their faith through service, preparing meals, welcoming guests, or simply offering a listening ear. • Spreading the Message of Hope and Gratitude

Through testimonies, worship, and prayer, attendees are encouraged in their faith and reminded of God's goodness, especially during the holidays.

2. Positive Community Impact

The Soulful Sunday Thanksgiving Celebration addresses both spiritual and practical needs, making it a meaningful experience for the whole community:

- Feeds the Hungry, Comforts the Lonely

A hot, home-cooked Thanksgiving meal served with dignity and care can uplift someone who may otherwise go without or spend the holiday alone.

- Promotes Mental & Emotional Well-Being

Through connection, music, prayer, and joy-filled moments, people leave feeling seen, valued, and hopeful, especially those struggling with seasonal depression or hardship.

- Strengthens Local Bonds

When residents from different walks of life gather in a shared space, it promotes understanding, empathy, and long-lasting community ties.

- Showcases the Church as a Community Anchor

The event reinforces the church's role not just as a place of worship, but as a hub for compassion, action, and healing in the neighborhood.

Event Revenue & Economic Impact

How will your proposed event impact local businesses?

Impact of the Event on Local Businesses

1. Economic Boost Through Event Purchases

The planning and execution of the event require goods and services, many of which can be sourced locally. This includes:

- Food and catering supplies (local grocery stores, markets, or restaurants)
- Décor and tableware (local party supply shops or dollar stores)
- Printing services (for flyers, posters, banners)
- Event rentals (tables, chairs, tents from local vendors)
- Entertainment or sound equipment (local musicians or AV services)

This intentional spending supports small businesses and helps keep funds circulating within the local economy.

2. Business Promotion & Partnership Opportunities

Local businesses can be invited to sponsor or partner with the event, giving them visibility and goodwill within the community:

- Sponsorship perks (logo on flyers, social media shoutouts, thank-you signage at the event)
- Donation opportunities (gift cards, food items, or supplies)
- On-site presence (table/booth to distribute information, samples, or discounts)

This exposure is especially valuable for small businesses looking to connect with local families and faith-based audiences.

3. Long-Term Relationship Building

By collaborating with the church and its members, businesses build trust and loyalty with a consistent local customer base. Churchgoers who experience a business's generosity or quality service are more likely to:

- Support them year-round
- Recommend them to others
- Consider them for future church or family events

4. A Stronger, More Connected Community

When local businesses and churches come together to support the same cause, it fosters a sense of shared purpose and pride. This collaboration enhances the overall community vibe, which benefits everyone economically, socially, and spiritually.

Please attach you itemized event budget

[Itemized Event Budget for Soulful Sunday Thanksgiving Celebration.docx](#)

Marketing

How does the proposed event benefit the image or reputation of the City?

Soulful Sunday Thanksgiving Celebration Benefits the City's Image, it;

1. Promotes a Culture of Compassion and Inclusion

This event showcases the city as a caring and united community that prioritizes the well-being of all residents, especially during the holiday season. By supporting and hosting events that welcome people of all backgrounds, the city builds a reputation for diversity, empathy, and community spirit.

2. Highlights Civic and Faith-Based Partnerships

By collaborating with churches, nonprofits, and local businesses, the event shows that the city values collaborative solutions to social needs, like hunger, isolation, and disconnection. This fosters goodwill and builds public trust in city leadership and community institutions.

3. Encourages Volunteerism and Civic Engagement

When residents see opportunities to give back through events like this, it encourages a more active, invested citizenry. The city is seen as a place where people don't just live — they participate, serve, and uplift others.

4. Supports Local Economy and Small Businesses

Involving local vendors and small businesses in food service, decoration, entertainment, and promotion supports economic growth and shows that the city is committed to investing in its own economy. It positions the city as business-friendly and community-first.

5. Positive Media and Publicity

Feel-good stories from this event — photos, interviews, and social media posts generate positive publicity that reflects well on the city. It can attract attention from the local press or even regional news, highlighting the city of Kissimmee as a leader in faith-based and inclusive community initiatives.

6. Reinforces a Sense of Safety and Belonging

Events like this help reduce social isolation, support mental well-being, and offer a warm place for those who might be experiencing hardship. A city that supports this kind of programming is seen.

7. Fosters Safety and Well-being

Events like this provide a safe, family-friendly space for residents, reducing isolation and promoting mental, emotional, and spiritual well-being, all of which contribute to a healthier and happier city.

Please identify all forms of advertisement to be used and provide a timeline for all promotion and advertising.

Forms of Advertisement

Digital & Online Promotion

- Social Media Platforms (Facebook, Instagram, X/Twitter, TikTok)
- Church Website – Homepage banner or event page
- Email Newsletters – Sent to church members, local partners, and community mailing lists
- Event Listings – Community calendars, Eventbrite, local blogs, neighborhood apps (Nextdoor)

Mobile & Messaging

- Text Message Alerts (via church text system)
- WhatsApp & Group Chats – Share graphics and invitations in community and ministry group chats

Print & Physical Media

- Flyers & Posters – Distributed to:
 - o Local businesses
 - o Community centers
 - o Schools & libraries
 - o Laundromats, barbershops, salons
- Church Bulletins & Handouts

Traditional Media

- Local Radio Spots or Announcements (Gospel or community stations)
- Community Newspapers (Event listings or press release)

Word of Mouth & Direct Outreach

- Pastoral Invitations
- Personal Invites from Members
- Announcements during church services & local events

Promotional Timeline (6 Weeks Out)

Timeline Promotion Activities

- 6 Weeks Before - Finalize event details and theme
 - Create promotional materials (flyers, graphics)
- 5 Weeks Before - Announce event during Sunday service
 - Publish event on church website and social media
- 4 Weeks Before - Begin social media countdown posts (1x per week)
 - Distribute flyers in local areas
 - Submit to community calendars and newspapers
- 3 Weeks Before - Send first email blast to congregation and partners
 - Radio/press mentions if applicable
- 2 Weeks Before - Boosted social media posts begin
 - Targeted text messages and WhatsApp invites sent
 - Hand-deliver invites to local families or seniors
- 1 Week Before - Daily social media reminders
 - Final email blast with event preview
 - Confirm volunteer roles

How much money will the sponsoring organization commit towards advertising?

Marketing & Promotion

- Flyers, Posters, and Printing: \$50 - \$300
(For about 200-300 flyers and posters)
- Social Media Ads (Paid Campaigns): \$100 - \$200
(Facebook or Instagram ads targeting the local community)
- Email Campaign/Website Updates: \$0 - \$150
(Cost of software subscription or email service)

Collaboration

Is the sponsoring organization collaborating with any other non-profit groups?

Yes

CITY OF
KISSIMMEE
1883

CIVIC CENTER PRIVATE EVENT APPLICATION

IMPORTANT: Please type or print legibly. All sections must be completed. Any and all cancellations will forfeit their reservation deposit.

Please submit your application to:

KISSIMMEE CIVIC CENTER
201 East Dakin Avenue
Kissimmee, Florida 34741
PHONE NUMBER: 407.518.2503
Fax: 407.935.1437
civiccenter@kissimmee.gov

CONTACT INFORMATION:

Name of Party: *Off the Grid Christian Ministries* Contact Person: *Pastor Mary Kearney*
Home Phone: *Soulful Sunday Thanksgiving* Phone: *321-634-4107 (4107)*
Email Address: *Off the Grid Christian Ministries@gmail.com*
Address: *1538 Tallahassee Blvd Unit 191*
City: *Intercession City* State: *FL* Zip: *33848*

EVENT INFORMATION:

Type of Party: *Holiday Celebration* Party Dates(s): *11/23/2025*

Event Location:

☐ Arena ☐ Grand Ballroom ☐ Sympress Ballroom ☐ Magnolia Ballroom ☐ Oak Ballroom
☐ Sabal Ballroom ☐ Lobby ☐ Willow ☒ Conference Room

Holiday Celebration and Dinner

Provide a brief description of your event:

Expected number of guests:

Does the party require a head table?

☒ Yes

☐ No

☐

Holiday/Seasonal

Will your event have props and/or decorations? Yes No If yes,what type?

Will your event require a designated dancing area? Yes No If yes,what size? 10x10

Move In/Set Up Time? 10 AM What time will your event begin? 2 PM

Aove Out/Strike Time? All equipment and supplies must be removed at the end of rental. 6 PM

EVENT RENTAL:

Will your event require rental of linen from the City of Kissimmee? ☒ Yes ☐ No

Will your event require rental of AV equipment from the City of Kissimmee? ☒ Yes ☐ No

If yes, please complete below.

Up Lighting Yes ☐ No ☐

Wireless Handheld Lavalier

Screen? ☒ Yes ☐ No

Projector? Yes ☐ No ☐

☒ Microphone

EVENT CONTRACTORS:

St. The Gold Church Ministries Pastor Mary Kasey

EVENT PLANNER/COMPANY NAME:

Email Address:

Business Phone: *321-634-4101* Cell Phone Number: *321-634-4101*

DJ/COMPANY NAME:

Same as above

Contact Person:

Email Address:

Business Phone:

Cell Phone Number:

CATERER/NAME OF COMPANY:

Same as above

Contact person:

Email Address:

Business Phone:

Cell Phone Number: ☐

Will alcoholic beverages be dispensed or served during your party? Yes ☐ No ☐

All alcohol sales and/or consumption must be made through a licensed & insured vendor. Initial *mk*

Have you applied for a City of Kissimmee Alcohol Permit with the Kissimmee Police Department? Yes ☐ No ☐

BARTENDER/Name of Company:

Contact Person:

GENERAL PROVISIONS, POLICIES AND PROCEDURES:

Alcohol may only be consumed on City property if the individual/private entity hosting the event obtains a Special Event Alcohol Permit. The approved alcohol Permit is due to the Event Coordinator 30 days before the event. Failure to obtain the permit or failure to abide by any law shall be grounds for denying or revoking the permit and/or cancellation of the event.

COMMUNICATION AND TRANSPARENCY:

The Event Coordinator provides general guidance to the Licensee during the planning of the event. The Coordinator will make sure the Licensee is aware of and adheres to City of Kissimmee event guidelines and procedures. In turn the licensee must communicate all event details, including past event performances, payment history, licensing, insurance and proof of nonprofit status.

Licensee shall adhere to all safety and operating guidelines, as outlined in the Event Handbook, license agreement and Parks & Recreation policies. Event organizers are required to attend planning meetings and are responsible

e for distributing safety and operating guidelines to their vendors, sponsors and parade entrants. Non-adherence to safety and operating guidelines could result in event suspension or cancellation.

Statute § 561.422 (Non-profit civic organization; temporary permits.) These procedures apply whether alcohol served is for free or for sale.

5. Applicant must provide proof of alcohol liability insurance for event. For third party caterers or non-profit organizations, the Applicant must also provide proof of the alcohol liability insurance of the caterer or non-profit organization, with the City of Kissimmee listed as an "additional insured" on the policy.
6. Applicant must comply with all provisions of Florida law, specifically but not limited to the applicable Florida Beverage Law-Florida Statutes § 561.702 (Legislative Intent) and § 561.705 (Responsible Vendor Qualification) and obtain the applicable State of Florida Alcoholic Beverage License, including "E-TIPS" training.
7. Applicant must apply for and obtain a Kissimmee Police Department (KPD) Alcoholic Beverage Permit-PD83-01, prior to submission.
 - a. At a minimum, Applicant must secure and pay for the services of at least one CJST Certified Florida law enforcement officer for security purposes.
 - b. Should the Kissimmee Police Department determine during its review process that an area shall be designated as a "Beer Garden" area, KPD will determine the size of the area, as well as the minimum number of law enforcement officers to be required based on the event and Applicant must provide for same and pay all required fees for services.
8. On the application, Applicant must disclose and list all prior events it hosted on City property for staff review or any past events. Events hosted by Applicant which did not comply with law, City policies or City directives may require additional measures for approval by staff.
9. All licenses and insurance must be in place 30 days prior to the event. If all licenses and insurance policies are not in place within 30 days of event, Applicant must secure and utilize a City concessionaire for alcohol sales.

EXHIBIT B SPECIAL EVENT INSURANCE REQUIREMENTS (2.6.2)

The following classifications do not identify every possible event, but should provide a guideline for which category most events should fall under. Questions should be directed to the City of Kissimmee Risk Manager or Events and Venues Manager.

CLASS 1	CLASS 2	CLASS 3	CLASS 4
Limited Seating Club Activities Instructional Classes History Fairs Registrations Receptions	Attendance under 500 Plays/Musicals Walk-a-thons Dog Shows Garage Sales Beauty Pageants	Attendance over 500: Magic Shows Concerts Dances Auctions Athletic Events Parades Fishing Tournaments Festivals Civic Center Events Aquatic Center Events	Airport Events High Risk Events

- Class 1: Insurance is optional and is at the discretion of the City of Kissimmee Risk Management Department. Risk Management will review the quantity of participants and the nature of the activity and/or product of sales to make a final determination.
- Class 2: Minimum of \$500,000 General Liability Insurance and \$500,000 Umbrella Or \$1,000,000 per occurrence General Liability naming the City of Kissimmee "additional insured" .
- Class 3: Minimum of \$1,000,000 General Liability Insurance and \$1,000,000 Umbrella OR \$2,000,000 per occurrence General Liability naming the City of Kissimmee "additional insured" .
- Class 4: General Liability Insurance of \$5,000,000 per occurrence/ \$5,000,000 Auto/ \$5,000,000 Umbrella are required naming the City of Kissimmee "additional insured"

PLEASE NOTE:

1. Auto **Liability Insurance** will be required in the amount of the general liability requirement if automobiles are used as part of the event.

Submission of an event application obligates the event organizer to provide past event performance, payment history, and contact information for past or current host venues, licensing, insurance and proof of nonprofit status.

Client must supply a seating chart that shows ticket sections, and pricing for each section 30 days before event

date. Initial *SMC*

JANITORIAL/ CLEANING:

Event Staff will provide general cleaning of the premises before and after the event. General cleaning does not include removal of excessive trash, decorations, signage, props or equipment left by vendors, decorators or exhibitors.

Licensee will be responsible for the removal of all trash (to the kitchen) for the duration of the license.

Any cost incurred by the City of Kissimmee for excessive trash removal / cleaning will be charged directly to

the licensee. All food/beverages must be removed from the facility. *SMC*

CATERING KITCHEN:

The Catering Kitchen is to be used for final food presentation, plating, and bussing only. The kitchen space will be provided in a clean condition and the space should be returned to a clean condition immediately following your event. A final walk-through with a member of our event staff is mandatory at the close of your event. INITIAL *SMC*

Caterers must remove all trash and recyclables from the site. Failure to remove or clean will result in the loss of your damage deposit.

DECORATING:

All decorations must be free standing. Decorations cannot be stapled, taped, nailed or glued to any walls, windows, pillars and/or staging. Decorations cannot be suspended or hung from the ceiling. All decorating hours must occur within your rental time.

As the licensee, you are responsible for any outside decorators

. INITIAL *SM*

Cancellations:

All cancellations must be submitted in writing.

All cancellations will forfeit their reservation deposit. A 100% refund for the balance of any rental fees and/or payments shall be granted so long as the client notifies the Civic Center Event Coordinator thirty days prior to scheduled event.

A 50% refund for the balance of any rental fees and/or payments shall be granted so long as the client notifies the Civic Center Event Coordinator fifteen-twenty-nine days prior to scheduled event. *SMC*

No refund of any rental fees and/or payments will be granted if the client notifies the Civic Center Event

Exhibit A

Special Event Alcohol Policy for Sale and/or Service of Alcohol During Open to the Public Special Events

On all City owned Park property, for events which are open to the public, the following review and procedure will apply:

1. These procedures apply whether the event is free or admission is charged.
2. These procedures apply whether alcohol served is for free or for sale.
3. The organizer or promoter (Applicant) must complete a License Agreement form and submit it to the Events & Venues Supervisor or designee for review to assure compliance with all requirements.
4. On the application form Applicant must indicate which of the following distribution options it intends to use for the event:
 - a. **CATERER OPTION:** Applicant may be or may retain a private alcohol provider or distributor who possesses a current and valid "Off Site Caterer's License" as issued by the State of Florida Division of Alcoholic Beverages-License 13 CT;

OR

- b. **NON-PROFIT OPTION:** Applicant may be or may utilize a "Non-Profit Civic Organization" which is active with the State of Florida Division of Corporations to manage the alcohol sales. All requirements of Florida law must be complied with, including those requirements contained in the "Beverage Law" of Florida

Itemized Event Budget for Soulful Sunday Thanksgiving Celebration

1. Venue and Space Rental

- **Venue Rental (Church Hall or Community Center):** \$300 - \$1000
(If the church provides the space at no cost, this can be \$0.)
- **Cleaning & Insurance Fees:** \$50 - \$100

2. Catering & Food Services

- **Main Meal (Ingredients for Thanksgiving Feast):** \$600 - \$1,500
(Turkey, sides like mashed potatoes, stuffing, green beans, cranberry sauce, etc.)
- **Desserts (Pies, Cakes, etc.):** \$150 - \$300
(Includes 5-6 pies, cakes, etc.)
- **Beverages (Soda, Water, Coffee):** \$100 - \$150
(Approximately 100-150 servings)
- **Takeout Containers/Disposable Plates, Cups, Napkins, and Silverware:** \$100 - \$150
- **Catering Staff (Optional):** \$200 - \$300
(If hiring, for serving or food preparation help)

3. Decorations and Setup

- **Tablecloths, Napkins, and Decorations:** \$100 - \$200
(Includes tablecloths, centerpieces, decorative items, etc.)
- **Floral Arrangements (for centerpieces or decor):** \$50 - \$100
- **Event Signage (Welcome signs, directional signs):** \$150 - \$250
- **Tableware (Plates, Cups, Silverware, etc.):** \$50 - \$75
- **Lighting or Aesthetic Items (optional):** \$50 - \$100
(String lights, candles, etc., for ambiance)

4. Entertainment and Activities

- **Live Music or DJ (Gospel Choir or Local Musicians):** \$200 - \$500
(Live performance or a local musician)
- **Audio Equipment Rental (Sound system, microphones, speakers):** \$150 - \$250
- **Games/Activities for Children (Crafts, Prizes):** \$50 - \$100
(Materials for children's activities)
- **Guest Speaker Honorarium (if applicable):** \$100 - \$200
(Honorarium for a guest speaker or MC)

5. Volunteer & Staff Expenses

- **Volunteer T-shirts/Badges:** \$150 - \$250
(Around 20-30 shirts)
- **Volunteer Meals (If providing meals for volunteers):** \$100 - \$150
(For 15-20 volunteers)
- **Volunteer Thank You Gifts (Small tokens or gift cards):** \$100 - \$200

6. Marketing & Promotion

- **Flyers, Posters, and Printing:** \$50 - \$300
(For about 200-300 flyers and posters)
- **Social Media Ads (Paid Campaigns):** \$100 - \$200
(Facebook or Instagram ads targeting the local community)
- **Email Campaign/Website Updates:** \$0 - \$150
(Cost of software subscription or email service)

7. Miscellaneous Costs

- **Transportation (For supplies, food delivery):** \$50 - \$300
- **Event Insurance (Liability insurance):** \$50 - \$300
- **Contingency Fund (Unexpected costs):** \$200 - \$450

Total Estimated Budget: \$2,980 - \$7,000



Organization: Off The Grid Christian Ministries		Event Name: Soulful Sunday Thanksgiving Celebration		Event Date: 11/23/2025	
Administration Fee	One time fee		Notes/Comments	Total	
	\$100.00		One time charge	\$100.00	
Premises Rented:	Associated fee		Notes/Comments	Total Premises rented	
Grand Ballroom	\$1,197.00		\$133/hr (Non-profit) x 9 hours	\$1,197.00	
Rental Items:	Associated Fee		Notes/Comments	Total Rental items	
Stage	\$50.00	4	4 Panels x \$15.00 each	\$200.00	
Ballroom A/V Bundle	\$250.00	1	Ballroom A/V Bundle x \$250	\$250.00	
Microphone	\$25.00	1	1 Microphone x \$25 each	\$25.00	
	\$0.00	0		\$0.00	
	\$0.00	0		\$0.00	
	\$0.00	0		\$0.00	
	\$0.00	0		\$0.00	
Non Taxed Rental Items:	Associated Fee		Notes/Comments	Total Taxes:	
	\$0.00	0		\$0.00	
	\$0.00	0		\$0.00	
Taxes:	Tax Rate		Notes/Comments	Total Taxes:	
	7.50%			EXEMPT	
Staffing and Personnel Requirments:	Hourly Rate	Count	Notes/Comments	Total for Staffing/Personnel (Non Taxable Fees)	
Event Monitor	\$20.00	20	2 Event Monitor x \$20/hr x 10 hours	\$400.00	
Facility Technician	\$20.00	8	1 Facility Tech x \$20/hr x 8 hours	\$160.00	
Fire Inspector	\$64.77	0		\$0.00	
EMT (Emergency Medical Technician)	\$35.00	0		\$0.00	
Security	\$30.00	0		\$0.00	
KPD	\$55.00	0		\$0.00	
Crowd Managers	\$25.00	0		\$0.00	
			Notes/Comments		
Total Fee's and Charges:				\$2,332.00	
Damage Deposit			20% of Facility Rental fee;Refundable; Additional Fee on Total Charges	\$239.40	
Fee Waiver Amount (if applicable)			Must apply via kissimmee.gov; only available to non profit organizations	\$0.00	
Remaining Balance Due			Due 30 days in advance of event date	\$2,571.40	
Reservation Deposit			Required at time of booking; Applied to total due; Non refundable Fee)	\$400.00	

*Event Quote is subject to change based off of clients event needsand requests

FEE WAIVER GRANT RANKING FORM

Organization Name: The Osceola Chamber

Event Name: Viva Osceola

Event Date: 10/05/2025

Year of fee waiver award: Signature

ORGANIZATION / EXPERIENCE	50 POINTS	
Has the sponsoring organization previously produced events in Kissimmee? (20 points)		
Has this specific event been produced previously? (10 points)		
What is the uniqueness of the proposed event? (10 points)		
How does the proposed event support the organization's mission and benefit residents? (10 points)		
EVENT REVENUE / ECONOMIC IMPACT	25 POINTS	
Will the proposed event impact local businesses? If so, please describe. (15 points)		
Evaluation of itemized event budget submitted by sponsoring organization. (10 points)		
MARKETING	15 POINTS	
How does the proposed event benefit the image/reputation of the City? (5 points)		
Evaluation of the marketing plan, including types of advertisement and a timeline provided? (5 points)		
How much money will the sponsoring organization commit towards advertising? (5 points)		
COLLABORATION	10 POINTS	
Is the sponsoring organization collaborating with any other non-profit group? (5 points)		
Has the sponsoring organization solicited local vendors to support the event? (5 points)		
Sub Total Points (Possible Score 100)		
POST EVENT EVALUATION	-5 /0/+5 POINTS	
For those sponsoring organizations that have previously received a fee waiver, did the organization meet all commitments and complete a Final Grant Report?		
- Was a final budget submitted? - Was a list of vendors submitted? - Were samples of marketing materials submitted?		
TOTAL POINTS AWARDED		

Percentage of Maximum of Award				
PARAB Score (Points)	Year 1	Year 2	Year 3	Year 4
90-100	100	80	60	40
80-89	90	70	50	30
70-79	80	60	40	20
60-69	70	50	30	10
50-59	60	40	20	
40-49	50	30	10	
30-39	40	20		
20-29	30	10		
10-19	20			
0-9	10			

FEE WAIVER GRANT RANKED BY: _____

Fee Waiver Amount Requested: \$3,000.00 **Previous Year's Fee Waiver Award:** \$3950.00 (PS)

Fee Waiver Grant Program



Submitted on	29 April 2025, 10:59AM
Receipt number	31
Related form version	6

Requesting Organization Information

Full Legal Name of Organization	The Osceola Chamber
Name of Chief Officer/Present	Jo0hn Newstreet
Telephone Number	4078474535
Mobile Number	4078474535

Organization Address

Street Address	1425 E Vine Street
City	Kissimmee
State	Fl
Zip Code	34744
Eligibility/Type	Agency or Organization in which the City of Kissimmee is a member

Event Information

Name of Event	Viva Osceola
Date of Event	10/05/2025
Start Time of Event	10 am
End Time of Event	8 pm
Description of Event	Viva Osceola, the largest Hispanic festival in Osceola County, presented by Orlando Health, is back to bring you an unforgettable experience on Sunday October 6, from 1pm-7pm on the Kissimmee Lakefront's Festival Lawn, during Hispanic Heritage Month.

Estimated Number of Attendees	4000+
Location of Event	Lake Front Park - Marina
Grant Request Amount	\$ 4000
Is this event free and open to the public?	Yes

Event Contact

Contact Person	Paola Parra
Title of Contact Person	Events Director
Contact Phone	402302341
Contact Email	pparra@theosceolachamber.com

Event Setup and Strike

Event Setup - Date	10/05/2025
Event Setup - Start Time	5am
Event Strike - Date	10/05/2025
Event Strike - Time	9 pm

Event Logistics

Will your event require outdoor staging?	No
Will your event require tents?	No
Will your event require vehicle access to the park?	Yes
Will your event require road closures?	No
Will your event require portable restrooms?	Yes
Will your event require utilities?	Power
Will your event require the use of additional space?	None
Where will your event take place?	Outdoors
Will you have vendors at this event?	Yes

Fishing Tournament

Is the event a fishing tournament? No

Will your event require a boat ramp?

How many boats are expected to participate

Will your event require space for a tournament draw?

Will your event require space for a weigh-in?

Entertainment

Will your event have performers? Yes

Please describe the type of performers you will have at this event. Merengue artist

Does your entertainer have special requirements and/or technical rider? Yes

Will your event require a DJ? Yes

Will your event require alcoholic beverages to be dispensed or sold? Yes

Audio/Visual

What audio/visual needs do you have for your event? We will provide them

Will you hire an outside production company for this event? Yes

Promotions

How will you promote your event? Yes, radio, press, TV and newspapers. Social Media outlets too.

At what level will your event be promoted? Regional

Will the media be invited? Yes

If the media will be invited, what type of media will be expected? Univision, Solo Exitos, Iheartradio, Positively Osceola, Osceola star. A press release will be send.

Facebook Viva Osceola

Instagram Theosceolachamber

If you have one, please share your event web page theosceolachamber.com events

Organisational Structure

How long has the sponsoring organization been incorporated?	more than 10 years
How long has the sponsoring organization physically been in operation?	more than 10 years
Please provide an organization chart of the Local Organizing Committee and describe how the sponsoring organization recruits volunteers to facilitate the event.	We utilize volunteers from different organizations such as Disney, Universal, The Osceola Chamber Ambassadors and all the people who will want to volunteer.

Organization and Experience

Has the sponsoring organization previously produced an event in Kissimmee?	Yes
Has this specific event been previously produced?	Yes
Where and when has this event taken place previously?	Lake Front Park, October 2024
What is the uniqueness of this proposed event?	Celebrate Hispanic Heritage Month in Osceola
How does the proposed event support the organization's mission and impact to residents?	Celebrate the minority culture with a music festival and with food variety.

Event Revenue & Economic Impact

How will your proposed event impact local businesses?	they can by a booth where they can promote their services and reach to a large amount of people.
Please attach your itemized event budget	budget.png

Marketing

How does the proposed event benefit the image or reputation of the City?	by keep supporting the Hispanic community and events in the area, this type of festivals also attract tourists.
Please identify all forms of advertisement to be used and provide a timeline for all promotion and advertising.	Billboards, radio, TV, press, social media, newspapers.
How much money will the sponsoring organization commit towards advertising?	25k

Collaboration

Is the sponsoring organization collaborating with any other non-profit groups?	No
Please list all other non-profit groups you will be collaborating with for this event.	

Oro Solido Artist	\$13,500
Promoter services	\$1,800
AV/stage and more	\$13,438
City of Kissimmee	\$3,813
Alcohol License	\$1,500
Police Alcohol	\$50
T-shirts- 170 count	\$1,240
Salsa band	\$1,500
Mexico lindo	\$320
Luifer Cachazo	\$600
Insurance	\$743
DJ	\$150
Petty Cash	
backstage Food/Water	\$380
Empleeemania	
Barricates/mesh fence	\$1,019
RV	\$150
Tables/tents/chairs	\$10,442
	Page 116 of 169
	\$50,645



Organization: Osceola Chamber

Event Name: Viva Osceola

Event Date: 10/2025

Administration Fee	One time fee	Notes/Comments	Total
	\$100.00	One time charge	\$100.00
Premises Rented:	Associated fee	Notes/Comments	Total Premises rented
Veterans Lawn	\$1,295.00	1 day rental	\$1,295.00
Hawk and Osprey	Included	Included	\$0.00
Rental Items:	Associated Fee	Notes/Comments	Total Rental items
Portalets	\$678	1 ada, 3 regular, 2 handwash stations	\$678.00
Barricades	\$300.00	30 Barricades	\$300.00
Taxes:	Tax Rate	Notes/Comments	Total Taxes:
	7.50%	EXEMPT	\$0.00
Staffing and Personnel Requirments:	Hourly Rate	Notes/Comments	Total for Staffing/Personnel (Non Taxable Fees)
Event Monitor	\$ 20.00	4 Staff x 8 hoursx \$20.00	\$640.00
Facility Technician	\$ 20.00	2 Techs x 8hr x 20	\$320.00
Fire Inspector	\$ 64.77	2 staff x 4hrs x 67.77	\$518.16
EMT (Emergency Medical Technician)	\$ 35.00	3 staff x 6hrs x 35	\$630.00
KPD	\$ 62.00	8 Officers x 7hrs x 62.00	\$3,472.00
Park Staff	\$ 20.00	3 staff x 8hr x 20	\$480.00
		Notes/Comments	
Total Fee's and Charges:			\$8,433.16
Damage Deposit		20% of Facility Rental fee;Refundable; Additional Fee on Total Charges	\$500.00
Fee Waiver Amount (if applicable)		Must apply via kissimmee.gov; only available to non profit organizations	\$0.00
Reservation Deposit		Required at time of booking; Applied to total due; Non refundable Fee)	
Remaining Balance Due		Due 30 days in advance of event date	\$8,933.16

*Event Quote is subject to change based off of clients event needsand requests

ITEM 5.B

Community Benefit Grant

Item Details

Community Benefit Grant

- KCX Elite Stunt Clinic
- L.A.M.A Southeast Region
- NAACP Freedom Fund Gala

Attachment(s):

1. CBG Spreadsheet
2. KCX Elite Stunt Clinic Binder Final
3. LAMA Binder Final
4. NAACP Binder Final

2024/25 Community Benefit Grant

[illegible]

Balance

\$25,000	\$17,311.11
----------	-------------

\$7,689



COMMUNITY BENEFIT EVALUATION FORM

Application Received: 5/14/25 Evaluated by: Steve Laakey

Event Name: KCX Elite Stunt Clinic Event Date: 6/28/25

Applicant Eligibility	Meets Policy Requirements	
	Yes	No
Resident of Osceola County OR 501(c)3, 501(c)4 organization? (if resident, move to next section once eligibility is determined)	☒	
Organization Eligibility (continued)		
Meets incorporation, tax, budget, and audit requirements?	☒	<u>AUDIT PENDING LEGAL *</u>
Does NOT discriminate based on age, race, sex, marital status, Sexual orientation, or national origin?	☒	
Does NOT receive funds from any other City program?	☒	
Meets reporting requirements? (previously funded organizations)	☒	
Request / Use Eligibility		
Will result in positive impact to the City of Kissimmee?	☒	
Will NOT be used for event/activity in any City-owned facility?	☒	
Will NOT be used to promote commercial/private business?	☒	
Will NOT be used to promote/support political party/activity?	☒	
Will NOT be used to promote tobacco or VICE activities?	☒	
Will NOT support or benefit a single individual?	☒	
Will NOT fund or support direct programming?	☒	

Eligibility Determination

Note, a "no" to any question or criteria automatically makes the request ineligible for funding consideration pursuant to City Policy 1605.

Does the request meet or exceed policy requirements? ☐ Yes ☐ No

Evaluator's Comments

New - Year one

Community Benefit Funds Application



Submitted on	14 May 2025, 5:13PM
Receipt number	29
Related form version	2

Event Information

Event Name	KCX Elite Stunt Clinic
Event Date	06/28/2025
Street Address	2240 E Irlo Bronson Memorial Hwy
City	Kissimmee
State	Florida
Zip Code	34744

Requestor Information

Name	Darlene Beecher
Phone Number	5712883208
Address	2240 E Irlo Bronson Memorial Hwy
Email	darleneabeecher@gmail.com
Eligibility	Organization
501(c) Certification/Notification	KCX Booster 501c Letter.pdf
Form 990 (If Organization is Required to File)	Tax Exemption Example.pdf
Type of Request	Donation
Total amount to be raised/fundraising goal for your event	2,500
Amount Requested from Community Benefit Fund	2,500
Last Completed Audit	KCX Elite Booster Club Income Expense Log 2025-.xlsx

General Information

Name of School Represented	KCX Elite
Point of Contact for Event or School	Darlene Beecher
Point of Contact Phone Number	5712883208
Event/Competition's Website	Www.diamondcheeranddance.com
Have you participated in this event in the past?	Yes

Donation / Sponsorship Description

Describe the nature of the event and the process to participate. If the request is for a donation, what will the funds be used towards?	All start cheer competition
List any other fundraisers planning to raise money for the event or for your participation in the event	Publix canning, bundt cake sales, world's greatest chocolate.
Have you secured funding or funding commitments from any other governmental entity	No
If yes, please provide the name(s) of the government entity(ies)	

Community Impact

Describe the impact this event will have on the quality of life and/or community pride for residents in the City of Kissimmee.	This event that the gym will be taking there D2 summit athletes to compete at the gym home is in Kissimmee so we will be representing the city of Kissimmee.
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Department of the Treasury
Internal Revenue Service
Tax Exempt and Government Entities
P.O. Box 2508
Cincinnati, OH 45201

KCX ELITE BOOSTER CLUB INC
2240 E IRLO BRONSON MEMORIAL HWY
KISSIMMEE, FL 34744

Date:
04/11/2024
Employer ID number:
93-3956851
Person to contact:
Name: Customer Service
ID number: 31954
Telephone: (877) 829-5500
Accounting period ending:
May 31
Public charity status:
509(a)(2)
Form 990 / 990-EZ / 990-N required:
Yes
Effective date of exemption:
October 9, 2023
Contribution deductibility:
Yes
Addendum applies:
No
DLN:
26053495004204

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Sincerely,

Stephen A. Martin
Director, Exempt Organizations
Rulings and Agreements



Consumer's Certificate of Exemption

Issued Pursuant to Chapter 212, Florida Statutes

DR-14
R. 01/18

[REDACTED]	10/31/2019	10/31/2024	RELIGIOUS-PHYSICAL PLACE
Certificate Number	Effective Date	Expiration Date	Exemption Category

This certifies that

CALVARY CHAPEL FELLOWSHIP OF MELBOURNE
INC
2955 MINTON RD
MELBOURNE FL 32904-6624

is exempt from the payment of Florida sales and use tax on real property rented, transient rental property rented, tangible personal property purchased or rented, or services purchased.



Important Information for Exempt Organizations

DR-14
R. 01/18

1. You must provide all vendors and suppliers with an exemption certificate before making tax-exempt purchases. See Rule 12A-1.038, Florida Administrative Code (F.A.C.).
2. Your *Consumer's Certificate of Exemption* is to be used solely by your organization for your organization's customary nonprofit activities.
3. Purchases made by an individual on behalf of the organization are taxable, even if the individual will be reimbursed by the organization.
4. This exemption applies only to purchases your organization makes. The sale or lease to others of tangible personal property, sleeping accommodations, or other real property is taxable. Your organization must register, and collect and remit sales and use tax on such taxable transactions. Note: Churches are exempt from this requirement except when they are the lessor of real property (Rule 12A-1.070, F.A.C.).
5. It is a criminal offense to fraudulently present this certificate to evade the payment of sales tax. Under no circumstances should this certificate be used for the personal benefit of any individual. Violators will be liable for payment of the sales tax plus a penalty of 200% of the tax, and may be subject to conviction of a third-degree felony. Any violation will require the revocation of this certificate.
6. If you have questions about your exemption certificate, please call Taxpayer Services at 850-488-6800. The mailing address is PO Box 6480, Tallahassee, FL 32314-6480.

KCX Elite Booster Club

	DATE	DONOR NAME	DESCRIPTION MEMO-CHK #	CORPORATE DONATIONS	INDIVIDUAL DONATIONS	BOARD MEMBERS	GRANTS	FUND RAISING	IN-KIND CONTRIBUTION
				\$ -	\$ -	\$ 300.00	\$ 600.00	\$22,571.24	\$ -
1	1/10/2025	Nicole R. Banks				300.00			
2	5/2/2023	Our Military Kids Org					300.00		
3	10/14/2023	Our Military Kids Org					300.00		
4	6/8/2024	Nothing Bundt Cakes						4,000.00	
5	2/10/2024	Worlds Finest Chocolate Bars						2,000.00	
6	12/22/2024	Firework stand						6,745.24	
7	3/9/2024	Publix sidewalk fundraiser						1,826.00	
8	11/2/2024	Sliver Spurs Arena Concession Stands						3,500.00	
9	5/21/2023	Booster club memebership fee						4,500.00	
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TOTAL: #####

INVESTMENT INCOME	OTHER	TOTAL	COMMENTS	2025 RECEIPT
\$ -	\$ -	\$ 23,471.24		
		300.00	Board Member Fee	
		300.00		
		300.00		
		4,000.00		
		2,000.00		
		6,745.24		
		1,826.00		
		3,500.00		
		4,500.00		
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	KCX ELITE Booster Club			
				
		FY 2025 Budget	FY 2026 Budget	FY 2027 Budget
	INCOME, CONTRIBUTIONS & SUPPORT			
1	Contributions - Corporate			
2	Contributions - Individual			
3	Contributions - In-kind			
4	Grants		5,000.00	15,000.00
5	Fund Raising Events	5,000.00	5,000.00	5,000.00
6	Other (<i>Directors' Contributions</i>)			
7	Investment Income	-	-	-
8	TOTAL INCOME	\$23,471.24	\$ 25,000.00	\$ 30,000.00
9	EXPENSES	FY 2025	FY 2026	FY 2027
10	Administrative Expenses			
11	Information Technology, Website, email	1,000.00	1,000.00	1,000.00
12	Telecommunications	500.00	550.00	550.00
13	Travel and Meetings	30,000.00	30,000.00	30,000.00
14	Legal Fees & Insurance	167.00	167.00	167.00
15	Uniforms	25,000.00	25,000.00	25,000.00
16	Competition Fee's	75,000.00	78,000.00	80,000.00
17				
18				
19				
20				
21				
22				
23				
24	Total Administrative Expenses	\$ 131,667.00	\$ 134,717.00	\$ 136,717.00
25				
26	Distributions			
27				
28	Other			
29	Total Distributions	\$ -	\$ -	\$ -
30	(<i>Distribution to Income Ratio - 66% Target</i>)	<i>0%</i>	<i>0%</i>	<i>0%</i>
31				
32	Incorporation and Filing Fees			
33	Name Registration	50.00	50.00	50.00
34	Articles of Incorporation	150.00	150.00	150.00
35	Statement of Continued Existence	-	-	-
36	Total Incorporation & Filing Fees	200.00	200.00	200.00
37				
38	TOTAL EXPENSES	\$ 131,867.00	\$ 134,917.00	\$ 136,917.00

39				
40	BALANCE	\$ (108,395.76)	\$ (109,917.00)	\$ (106,917.00)
41				
42				

4 June 2025

Subject: Clarification Regarding Audit Requirement and IRS Form 990-N Filing

Dear Mrs. Frink,

I hope this letter finds you well. I am writing to provide clarification regarding the financial reporting requirements of our organization, KCX Elite Booster Club Inc., in accordance with both the Internal Revenue Service (IRS) regulations and Florida state law.

As a 501(c)(3) nonprofit organization, we are aware of the importance of transparency and compliance with federal and state regulations. However, based on both IRS guidelines and Florida state law, we would like to confirm that our organization is not required to conduct a formal financial audit.

The IRS stipulates that 501(c)(3) organizations with gross receipts of \$50,000 or less are eligible to file a Form 990-N (the e-Postcard), which is a streamlined filing option that requires minimal financial reporting. Our organization falls under this category and, as such, we are not required to submit a full Form 990 or undergo an independent audit, per IRS Regulation 6033.

Additionally, Florida state law (496.407) does not impose an audit requirement for nonprofits with gross receipts under \$500,000. Therefore, as long as our annual gross receipts remain below those thresholds, we are only required to file Form 990-N with the IRS and are not subject to any audit obligations.

We remain committed to maintaining our status as a compliant and transparent nonprofit entity and will continue to fulfill our filing responsibilities as required by law. Should our financial situation change, and our gross receipts exceed the mandated threshold, we will promptly adjust our filing procedures to comply with the necessary reporting requirements.

Thank you for your attention to this matter. If you have any further questions or need additional information, please do not hesitate to contact me at kcxboosterclub@gmail.com or 903 851-2338.

Sincerely,
Marty Maust
President
KCX Elite Booster Club Inc.
903 851-2338

KCX Elite Booster Club Inc.
2240 E. Irlo Bronson Memorial Hwy
Kissimmee, FL 34744
321 697-2388
kcxboosterclub@gmail.com
6/5/2025

To Whom it May Concern,

As Treasurer of **KCX Elite Booster Club Inc.**, a registered 501(c)(3) nonprofit organization (EIN: 93-3956851), I am providing this letter in reference to our organization's financial statements for the fiscal year ending 2024.

Based on our internal records and the available financial information, I am not aware of any material modifications that would be required for these statements to conform to Generally Accepted Accounting Principles (GAAP) standards. Our organization is committed to financial transparency and fiscal responsibility in all our operations, and we strive to ensure the accuracy and completeness of our reporting.

Should you have any questions or require additional documentation, please feel free to contact me directly.

Sincerely,

Leticia Telleria
Treasurer
KCX Elite Booster Club, Inc.



COMMUNITY BENEFIT EVALUATION FORM

Application Received: 3/12/25 Evaluated by: STEVE LACKEYEvent Name: L.A.M.A. Southeast Region Event Date: 8/31/25

Applicant Eligibility	Meets Policy Requirements	
	Yes	No
Resident of Osceola County OR 501(c)3, 501(c)4 organization? (if resident, move to next section once eligibility is determined)	☒	☐
Organization Eligibility (continued)		
Meets incorporation, tax, budget, and audit requirements?	☒	☐
Does NOT discriminate based on age, race, sex, marital status, Sexual orientation, or national origin?	☒	☐
Does NOT receive funds from any other City program?	☒	☐
Meets reporting requirements? (previously funded organizations)	☒	☐
Request / Use Eligibility		
Will result in positive impact to the City of Kissimmee?	☒	☐
Will NOT be used for event/activity in any City-owned facility?	☒	☐
Will NOT be used to promote commercial/private business?	☒	☐
Will NOT be used to promote/support political party/activity?	☒	☐
Will NOT be used to promote tobacco or VICE activities?	☒	☐
Will NOT support or benefit a single individual?	☒	☐
Will NOT fund or support direct programming?	☒	☐

Eligibility Determination

Note, a "no" to any question or criteria automatically makes the request ineligible for funding consideration pursuant to City Policy 1605.

Does the request meet or exceed policy requirements? ☒ ☐**Evaluator's Comments**

New - year one (\$2500 MAX)

Community Benefit Funds Application



Submitted on	12 March 2025, 9:21pm
Receipt number	23
Related form version	2

Event Information

Event Name	L.A.M.A. Southeast Region
Event Date	08/31/2025
Street Address	c/o 11219 NW 43rd CT
City	Coral Springs
State	FL
Zip Code	33065

Requestor Information

Name	Jose I Perez
Phone Number	(305)731-0872
Address	11219 NE 43rd CT Coral Springs FL 33065
Email	treasurerlamasoutheast@gmail.com
Eligibility	Organization
501(c) Certification/Notification	IRS letter 501(C)(3) South East.pdf
Form 990 (If Organization is Required to File)	Tax Exempt Organization Search Details _ Internal Revenue Service.pdf
Type of Request	Donation
Total amount to be raised/fundraising goal for your event	25000.00
Amount Requested from Community Benefit Fund	2500.00
Last Completed Audit	Bottom Line Per Events.pdf Treasury Report as of September 9, 2024.pdf

General Information

Name of School Represented	L.A.M.A. Southeast Championship Rally
Point of Contact for Event or School	Jose L Perez
Point of Contact Phone Number	305-731-0872
Event/Competition's Website	LAMA.com
Have you participated in this event in the past?	Yes

Donation / Sponsorship Description

Describe the nature of the event and the process to participate. If the request is for a donation, what will the funds be used towards?

We promote motorcycle safety and Moto-touring in the South East Region. As part of the Florida Motorcycle Safety Program, we make sure that all of our members get an education in this field, and we promote moto-during sports. The grant will help us to award those who when the extra mile in moto-turning, those who have a hand-to-hand advocate for the sport, and who have assisted in educating others. We honor their effort in L.A.M.A. an organization that was founded 48 years ago (6/1977) and continues as the largest family-oriented, motorcycle association. With the grant, we will be able to cover some of the cost needed to recognize and honor our members and their families, bringing them a three-day experience and safety tips while having fun. The grant will help us to reduce our expenses and will allow us to return next year and continue to promote safety and moto-touring in another city in the southeast region. The grant can secure and help us with the award/event venue.

List any other fundraisers planning to raise money for the event or for your participation in the event

The sale of event merchandise such as t-shirts, year/city event patches, and gift sweepstake

Have you secured funding or funding commitments from any other governmental entity

No

If yes, please provide the name(s) of the government entity(ies)

Community Impact

Describe the impact this event will have on the quality of life and/or community pride for residents in the City of Kissimmee.

We promote motorcycle safety and Moto-touring Sport in the Southeast Region. As part of the Florida Motorcycle Safety Program, we make sure that all of our members get an education in this field, and we promote moto-during sports. Latin American Motorcycle Association (L.A.M.A.) has two chapters in Osceola County, L.A.M.A. Kissimmee and L.A.M.A. Poinciana. Both Chapters along with other chapters around the Southeast Region have fully participated in and supported local events such as Desfile Puertorriqueno De Kissimmee, Halloween Parade, Kissimmee Experience, Kissimmee Gaylord Palm ICE show, Old Town, The Marina, Lake Toho events, El Callejon, Melao Bakery and much other small and big business, Christmas in Downtown Kissimmee. Lots of the members are residents of Osceola County and Orange County and enjoy the variety of businesses in downtown Kissimmee. We

promote the sport and safety of motorcycle riders and non-motorcycle rides. We in L.A.M.A. have witnessed a generation growing to the sport helping the new generation to live safely by staying away from trouble in the streets. Events around the SE Region bring unity and the opportunity to meet others, learn about small and big businesses, and promote family-oriented organizations. Our organization's members are ranked from Militaries, teachers, first respondents, and others we are all professionals and embrace the need to share safe opportunities, sports, education, and hobbies.

We wanted to bring awareness to the business owners and residents of Osceola County and Central Florida. We chose Kissimmee as our 2nd-year official event after the opportunity that L.A.M.A. had been recognized in the year 2018 where we rode the streets of Kissimmee, mingling with families, youth, and children, and as well had our Founder Mario Nieves provide a motivational speech to all generation in the City of Kissimmee. Education, safety, Moto-Turing, Awareness, Business Support, family-oriented, and community liaison are some of our core. We represent diversity and opportunity to a healthy living as a family.

**Latin American Motorcycle Association
Southeast Regional**



June 4th, 2025

City of Kissimmee
101 Church Street
Kissimmee, FL 34741
ATTN: Veronica Frink

**Reg: Community Benefit Grant Submission Latin American Motorcycle Association (L.A.M.A.)
Southeast Region**

Greetings,

We hope all is well. Mario Nieves founded the Latin American Motorcycle Association (L.A.M.A.) on June 12, 1977. L.A.M.A. operated as a single chapter in Chicago's [Humboldt Park](#) neighborhood for 18 years. In 1995, the L.A.M.A. Miami chapter was founded, marking the beginning of L.A.M.A.'s growth into a national association with the election of the organization's first National President and board. As of December 2024, there are 26 nations in L.A.M.A., a testament to our collective success. L.A.M.A. introduced the first L.A.M.A./I.M.A. World Moto-Touring Championship, followed by the addition of a women's category. In 2024, L.A.M.A. further expanded its reach by voting to include a Three-Wheel Category, making it a unique and diverse event in the motorcycle community. During 2023, the Latin American Motorcycle Association (L.A.M.A.) recognized the need to establish nationwide regional committees to address local assistance and education in the community. Four regions were created: Southeast Region, Northeast Region, Midwest Region, and Southwest. All four named regions will be celebrating their 2nd Moto-Touring Championship and Rally at the same time in their region.

Latin American Motorcycle Association (L.A.M.A.), Southeast Region (Florida, Georgia, and Alabama), a non-profit 501c3 organization, will be hosting its Second Rally and Moto Turing Championship Ceremony this year in Kissimmee. The rally will be held **from Friday, August 29, 2025, to Sunday, August 31, 2025**. On May 24, 2023, Florida Governor Ron DeSantis signed legislation in Tallahassee, Florida, to expand motorcycle safety and education opportunities. This initiative, supported by L.A.M.A., Legions Riders (a veteran group), and ABATE of Florida, Inc., aims to reduce motorcycle accidents in Florida, ensuring your safety on the road

The bill reallocates the motorcycle safety education fee received by the Florida Department of Highway Safety and Motor Vehicles (FHSMV) for the Florida Motorcycle Safety Education Program to three Florida not-for-profit corporations that will administer motorcycle safety and education programs throughout the state. The Motorcycle Safety law, which involves a joint effort among three organizations —ABATE of Florida Inc., American Legion Riders (ALR), and Latin American Motorcycle Association (L.A.M.A.) —aims to create a statewide motorcycle safety and awareness program, known as the **"Florida Motorcycle Safety Program (FMSP)."**

SE Regional Executive Board
USAsoutheastregion@gmail.com
(407) 415-0056

Latin American Motorcycle Association Southeast Regional



As a non-profit organization, we take the opportunity to recognize the sport of Moto-Touring by celebrating a 2nd Southeast Region Award Ceremony that will be held **on Sunday, August 31, 2025**, at the Kissimmee Convention Center, 201 East Dakin Ave., Kissimmee, FL 34741. The event also features entertainment (music), food (banquet), beverages, activities for children, booths from L.A.M.A. Youth members, FMSP educational materials, and recognition for members who have gone above and beyond, among other things, as part of a celebration and accomplishment. Our organization is a family-oriented entity with a passion for education and sports. As we grow within the Southeast Region, new projects are being planned. Records will show the commitment that Chapters around the SE Region, the USA Nation Regions, and the International Nation have with organizations within the communities in all aspects, marking a remarkable relationship.

All the proceeds we obtain are donations that we invest during the year to ensure their significant success and continue promoting the safety and publicity of the motorcycle community, as well as assisting and helping others in need due to illness, natural disasters, unexpected events, veterans, first responders, and families in need, among other causes. The event will be advertised on social media, local businesses, and more strategically placed flyers around Kissimmee and its vicinity. The Southeast Region Board committee will bring education, knowledge, and experience to Kissimmee and its surrounding areas as part of the Southeast Region's annual event. It will also promote safety as a rule for motorcycle riders, passengers, vehicle drivers, pedestrians, families, the new generation, and all citizens.

L.A.M.A. Southeast Region extends its appreciation and gratitude in advance for your crucial role in our journey to this award ceremony, as well as for your support in ensuring safety, family gatherings, new projects, and more. L.A.M.A. Chapters demonstrate respect, integrity, character, and commitment to our community and its citizens, and your support is integral to this.

Your assistance is not just a gesture of goodwill but a crucial element that enables L.A.M.A. to continue its dedication to the education, safety, and promotion of the Motorcycle Touring sport and the Florida Motorcycle Safety Program (FMSP). It also opens doors to new relationships and engagement to help others in need.

Once again, thank you for all your support,
I am looking forward to hearing from you soon. Respectfully,

SE Regional Executive Board
secretarylamasoutheast@gmail.com
<https://lamousasoutheast.com/lama-usa-se>

* **Edward Martinez (Fifty)**
SE Regional President
* **Curt Herrera**
SE Regional Vice President
* **Jose Perez (Pichon)**
SE Regional Treasurer

* **Eliud Hernandez**
SE Regional BM
* **Marta Garcia (Martita)**
SE Regional Secretary
* **Robert Rios (BossMan)**
SE Regional MTO

SE Regional Executive Board
USAsoutheastregion@gmail.com
(407) 415-0056

LATIN AMERICAN MOTORCYCLE ASSOCIATION SOUTHEAST RALLY

RALLY DATE 8/28/2025 TO 8/31/2025

LOCATION RENTAL \$2,250.00
BEVERAGES \$2,150.00
FOOD \$4,000.00
TABLES, CHAIRS AND STAGE RENTAL \$2,800.00
LIABILITY INSURANCE \$850.00
ICE \$780.00
THROPIES \$2,900.00
U-HAUL RENTAL \$1,650.00
SECURITY FEE \$1,500.00
LIQUOR LICENCE FEE \$450.00
SOUND SYSTEM AND DJ \$1,350.00
MISELANIAS \$2,000.00
MARKETING \$ 1,890.00
MERCHANDISE \$ 2,200.00

Bottom Line Per Event

REVENUE

7/20/2024 Fundraiser - Income	\$ 8,675.48
Fundraiser - Expenses	\$ (482.38)
Total	<u>\$ 8,193.10</u>
8/31/2024 Rally - Income	\$ 19,733.72
Rally - Expenses	\$ (11,844.42)
Total	<u>\$ 7,889.30</u>
Net Working Capital	<u>\$ 16,082.40</u>

\$ -



Department of the Treasury
Internal Revenue Service
Tax Exempt and Government Entities
P.O. Box 2508
Cincinnati, OH 45201

LATIN AMERICAN MOTORCYCLE
ASSOCIATION SOUTHEAST REGION INC
11219 NW 43RD CT
CORAL SPRINGS, FL 33065

Date:
05/17/2024
Employer ID number:
93-3681373
Person to contact:
Name: Customer Service
ID number: 31954
Telephone: 877-829-5500
Accounting period ending:
December 31
Public charity status:
509(a)(2)
Form 990 / 990-EZ / 990-N required:
Yes
Effective date of exemption:
September 20, 2023
Contribution deductibility:
Yes
Addendum applies:
No
DLN:
26053534001014

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Sincerely,

Stephen A. Martin

Stephen A. Martin
Director, Exempt Organizations
Rulings and Agreements

Letter 947 (Rev. 2-2020)
Catalog Number 35152P

Latin American Motorcycle Association Southeast Region Inc.

EIN: 93-3681373 | Coral Springs, Florida, United States

Other Names

LATIN AMERICAN MOTORCYCLE ASSOCIATION SOUTHEAST REGION INC

Form 990-N (e-Postcard)

Organizations who have filed a 990-N (e-Postcard) annual electronic notice. Most small organizations that receive less than \$50,000 fall into this category.

Tax Period: 2024 (01/01/2024-12/31/2024)	Mailing Address: 11219 NW 43RD CT CORAL SPRINGS, FL 33065 United States	Gross receipts not greater than: \$50,000
EIN: 93-3681373		Organization has terminated: No
Organization Name (Doing Business as): LATIN AMERICAN MOTORCYCLE ASSOCIATION SOUTHEAST REGION INC	Principal Officer's Name and Address: Jose L Perez 11219 NW 43RD CT CORAL SPRING, FL 33065 United States	Website URL: lamaseregion@gmail.com

Latin American Motorcycle Association Southeast Region
Profit Loss Statment as of September 9, 2024

REVENUE

Net Working Capital	\$ 8,193.10
GoDaddy	\$ 6,724.61
Square	\$ 5,536.20
Deposit	\$ 6,943.00
Costco Refund	\$ 479.91
*Ice Truck Driver	\$ 50.00
Total Revenue	\$ 27,926.82

EXPENSES

SER Website	\$ (439.50)
Checks	\$ (30.72)
Fairgrounds	\$ (1,435.00)
50/50 Tickets, Silverware, Gloves, Wristbands and Napkins	\$ (114.35)
Plates	\$ (54.14)
Cash boxes and Drink Tickets	\$ (99.09)
Liability Insurance	\$ (614.06)
Tables and Chairs	\$ (986.00)
Tableclothes	\$ (66.88)
Food for Award Ceremony	\$ (2,255.00)
Drink Cups	\$ (48.12)
Trophies	\$ (1,150.00)
Drinks for Meet and Greet, HD and Award Ceremony	\$ (1,296.76)
Laminates, copies and garbage bags	\$ (58.76)
Fan Rentals	\$ (102.24)
Gas for U-Haul	\$ (106.62)
U-Haul	\$ (784.72)
Patches	\$ (700.00)
ROTC Donation	\$ (150.00)
Salad and Cakes	\$ (367.46)
*Ice Truck	\$ (585.00)
Petty Cash	\$ (400.00)

<i>Total</i>	\$ (11,844.42)
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Net Working Capital	<u>\$ 16,082.40</u>
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*\$50 Cash Ice Truck Driver

SGonzalez Tax Preparation Services, Public Notary & more..

June 5 2025

City of Kissimmee
101 Church Street
Kissimmee FL 34741
Att Veronica Frink

To whom it may Concern

I, Sylvia Gonzalez from SG Consulting of SW Florida tax prepared accounting services agency have performed a review in accordance with Statement Standards for Accounting and Review Services. I did not audit the financial statements nor was I required to perform any procedures to verify the accuracy or completeness of the information provided by management. All information included in these financial statements is the representation of the management of **Latin American Motorcycle Association (L.A.M.A) Southeast Region** (a non-profit organization).

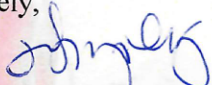
A review consists principally of inquiries from Company personnel and analytical procedures applied to financial data. It is substantially less in scope than an audit in accordance with generally accepted auditing standards, the objective of which is the expression of opinion regarding the financial statements taken as a whole. Accordingly, I do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements.

Management is responsible for the preparation and fair presentation of the financial statements in accordance with the cash basis of accounting and for designing, implementing, and maintain internal control relevant to the preparation and fair presentation of the financial

Based on my review, I am not aware of any material modifications that should be made to the accompanying financial statements for them to be in conformity with accounting principles generally accepted in the United States of America.

Any question please do not hesitate to contact me at 239-595-4261

Sincerely,



Sylvia Gonzalez :P00301952

Sylvia Gonzalez

5290 Golden Gate Pkwy Suite 2B
Naples FL 34116
239-595-4261/239-331-3355



COMMUNITY BENEFIT EVALUATION FORM

Application Received: 4/16/25 Evaluated by: STEVE LACKEYEvent Name: NAACP Freedom Fund Gala Event Date: 9/27/2025

Applicant Eligibility	Meets Policy Requirements	
	Yes	No
Resident of Osceola County OR 501(c)3, 501(c)4 organization? (if resident, move to next section once eligibility is determined)	☒	☐
Organization Eligibility (continued)		
Meets incorporation, tax, budget, and audit requirements?	☐	☐
Does NOT discriminate based on age, race, sex, marital status, Sexual orientation, or national origin?	☒	☐
Does NOT receive funds from any other City program?	☒	☐
Meets reporting requirements? (previously funded organizations)	☐	☐
Request / Use Eligibility		
Will result in positive impact to the City of Kissimmee?	☒	☐
Will NOT be used for event/activity in any City-owned facility?	☒	☐
Will NOT be used to promote commercial/private business?	☒	☐
Will NOT be used to promote/support political party/activity?	☒	☐
Will NOT be used to promote tobacco or VICE activities?	☒	☐
Will NOT support or benefit a single individual?	☒	☐
Will NOT fund or support direct programming?	☒	☐

Eligibility Determination

Note, a "no" to any question or criteria automatically makes the request ineligible for funding consideration pursuant to City Policy 1605.

Does the request meet or exceed policy requirements? ☒ ☐**Evaluator's Comments**

Year 2 (\$2,000 M2K)

Community Benefit Funds Application



Submitted on	16 April 2025, 12:08pm
Receipt number	27
Related form version	2

Event Information

Event Name	NAACP Osceola County Branch 5121 Freedom Fund Gala
Event Date	09/27/2025
Street Address	PO Box 450778
City	Kissimmee
State	FL
Zip Code	34745-0778

Requestor Information

Name	President Nina Hill
Phone Number	407-952-4780
Address	PO Box 450778 Kissimmee FL 34745-0778
Email	nina.hill54@yahoo.com
Eligibility	Organization
501(c) Certification/Notification	IRS NAACP Group Exemption.pdf
Form 990 (If Organization is Required to File)	5121-B EIN Letter.pdf
Type of Request	Donation
Total amount to be raised/fundraising goal for your event	\$10,000.00
Amount Requested from Community Benefit Fund	\$2,000.00
Last Completed Audit	Archive.zip

General Information

Name of School Represented	NAACP Osceola County Branch 5121
Point of Contact for Event or School	Doris K. Feliciano
Point of Contact Phone Number	321-624-7025
Event/Competition's Website	N/A
Have you participated in this event in the past?	Yes

Donation / Sponsorship Description

Describe the nature of the event and the process to participate. If the request is for a donation, what will the funds be used towards?	Annual Fundraiser....donation will help secure venue with Kissimmee Civic Center
List any other fundraisers planning to raise money for the event or for your participation in the event	Silent Raffle
Have you secured funding or funding commitments from any other governmental entity	No
If yes, please provide the name(s) of the government entity(ies)	

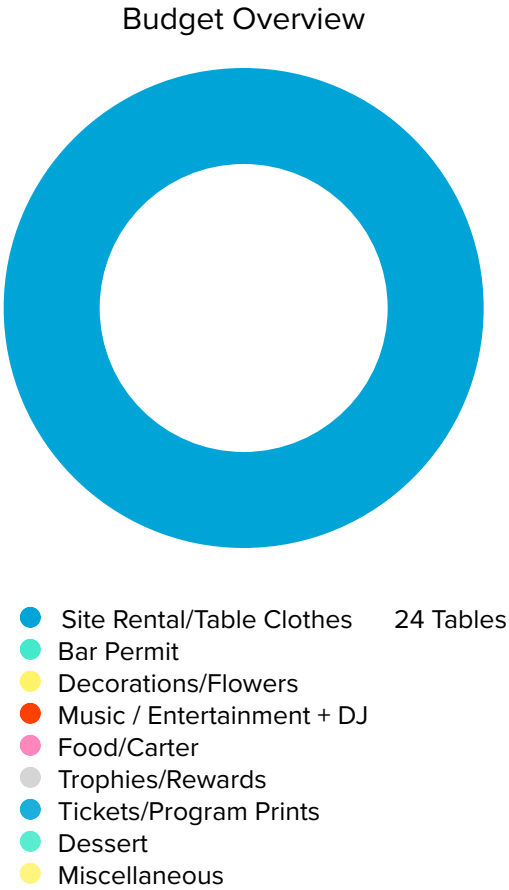
Community Impact

Describe the impact this event will have on the quality of life and/or community pride for residents in the City of Kissimmee.	Our annual fundraiser event will serve as both a celebration of progress and a critical support for our ongoing advocacy, outreach, and youth development programs.
--	---

Estimated Cost...Kissimmee Civic Center

FREEDOM FUND BANQUET 2025

Budget			Number of Guests
			240
Description	Estimated Cost	Actual Cost	Savings
Site Rental/Table Clothes 24 Tables	\$2,000.00		
Bar Permit	\$150.00		
Decorations/Flowers	\$1,000.00		
Music / Entertainment + DJ	\$1,500.00		
Food/Carter	\$12,000.00		
Trophies/Rewards	\$300.00		
Tickets/Program Prints	\$300.00		
Dessert	\$400.00		
Miscellaneous	\$200.00		
Total Estimate:	\$17,850.00		
Sponsorship/Donation:			





Department of the Treasury
Internal Revenue Service
Tax Exempt and Government Entities
 P.O. Box 2508
 Cincinnati, OH 45201

National Association for the Advancement of
 Colored People
 c/o Janette Louard
 4805 Mt. Hope Dr.
 Baltimore, MD 21215

Date:
 09/15/2021
Employer ID number:
 38-4108034
Group exemption number:
 1531
Subordinate contribution deductibility:
 No
Addendum applies:
 Yes
Person to contact:
 Name: Kevin W. Payton
 ID number: 31454
 Telephone: (877) 829-5500

Dear Applicant:

We recognize your subordinates as exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(4). Your group exemption number is listed above. Keep this letter for your records. It could help resolve questions on the exempt status of your subordinates.

Donors cannot deduct contributions they make to your subordinates under IRC Section 170.

Annual filing requirements

Your subordinates are required to file Form 990-series annual information returns unless they qualify as churches or integrated auxiliaries of churches or otherwise meet the exceptions in Income Tax Regulations Section 1.6033-2(g). You can file a group return on Form 990, Return of Organization Exempt from Income Tax, for two or more subordinate organizations who authorize you in writing to include them in the group return and who are on the same tax year as you.

You must get a separate employer identification number to use when you file a group return. Also, you can't file a group return using Form 990-EZ, Short Form Return of Organization Exempt from Income Tax. If you're required to file a Form 990-series return for yourself, you must file it as a separate return. You can't be included in the group return. A subordinate organization can choose to file a separate annual information return instead of being included in the group return. They must file one of the Form 990-series returns based on their annual gross receipts.

A subordinate organization that doesn't file a Form 990-series return, or isn't included in a group return for three consecutive tax years, will have its federal income tax exemption automatically revoked effective from the filing due date of the third tax year.

Your subordinates must include your assigned group exemption number on any Form 990-series return they file, including Form 990-T, Exempt Organization Business Income Tax Return. Advise them of their filing requirements and give them your group exemption number. Visit www.irs.gov/charities-non-profits to find information and other tax filing requirements for tax exempt organizations annual information returns.

Annual group exemption update requirements

Each year, you must submit an annual update to the IRS at least 90 days before the end of your annual accounting period, including changes to your subordinate groups. We'll generally send you a current list of subordinates six months before your update is due. Publication 4573, Group Exemptions, has more information on annual update requirements.

Mail your required annual update information to:

Internal Revenue Service
Ogden, UT 84201-0027

Additional information

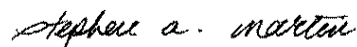
Publication 4221-NC, Compliance Guide for Tax-Exempt Organizations (Other than 501(c)(3) Public Charities and Private Foundations), describes your recordkeeping, reporting, and disclosure requirements, and has important information about your responsibilities as a tax-exempt organization.

You can get any of the forms or publications mentioned in this letter by visiting our website at: www.irs.gov/forms-pubs, or by calling 1-800-TAX-FORM (1-800-829-3676).

The enclosed addendum is an integral part of this letter.

We sent a copy of this letter to your representative as indicated in your power of attorney.

Sincerely,



Stephen A. Martin
Director, Exempt Organizations
Rulings and Agreements

Enclosures:
Addendum



NATIONAL ASSOCIATION FOR THE ADVANCEMENT OF COLORED PEOPLE
4805 MT. HOPE DRIVE • BALTIMORE, MD 21215-3297 • (410) 580-5777

DERRICK JOHNSON
President & Chief Executive Officer.

Leon W. Russell
Chairman, National Board of Directors

August 7, 2024

TO: 5121-B Osceola Branch
RE: Tax Identification Confirmation Letter 59-3557155
ATTN: President Elect

This letter is to acknowledge that this NAACP branch has submitted their 2023 Annual Financial Report for NAACP National office to file on your behalf.

The Form 990 annual information return will use the following federal tax identification number 59-3557155 for this unit. This identification number establishes your unit as a tax-exempt organization under Internal Revenue Code 501(c)(4) under the Group exemption number 1531.

Sincerely,

A handwritten signature in black ink, appearing to read "Junko Kobayashi", with a stylized flourish at the end.

Junko Kobayashi
Interim Chief Financial Officer
NAACP - National Office
Jkobayashi@naacpnet.org

www.naACP.org

NONPROFIT AUDIT REPORT
NAACP OSCEOLA BRANCH 5121

JUNE 5, 2025

To:
NAACP OSCEOLA BRANCH 5121
PO BOX 450778
Kissimmee, FL 34745
(321) 236-1232

Audited by:
STATIONARY MARKETING
115 N. STEWART AVE.
KISSIMMEE, FL 34741
(407) 906-5582

To the Board of Directors

NAACP OSCEOLA BRANCH 5121

Subject: Independent Accountant's Review Report

Dear Members of the Board of Directors,

I have reviewed the accompanying financial statements of the NAACP Osceola Branch 5121 (a nonprofit 501(c)4 organization), which include the statement of financial position as of December 31, 2024, and the related statements of activities, functional expenses, and cash flows for the 2024 financial year, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Accountant's Responsibility

My responsibility is to conduct the review in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. Those standards require me to perform procedures to obtain limited assurance as a basis for reporting whether I am aware of any material modifications that should be made to the financial statements for them to be in accordance with accounting principles generally accepted in the United States of America. I believe that the results of my procedures provide a reasonable basis for my report.

Accountant's Conclusion

Based on my review, I am not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in accordance with accounting principles generally accepted in the United States of America.

This report is intended solely for the information and use of the Board of Directors and management of the NAACP Osceola Branch 5121.

Sincerely,



Leia Perez, Accountant

115 N. Stewart Ave

Kissimmee, FL 34741

(Page 1 /9)

ANNUAL FINANCIAL REPORT

Greetings NAACP Leader,

We thank you for your continued service and dedication to the NAACP. We appreciate your commitment to our shared mission and its impact on your community and our nation.

As we move into 2025, we kindly ask that you submit your Annual Financial Report (AFR) for January 1, 2024, to December 31, 2024, using the provided form. This information is crucial for our financial compliance and enables us to continue to provide valuable resources and services to our members. Please note the following key dates for financial compliance:

REPORT TIMELINE

AFR Submission Deadline - March 1, 2025.

- AFR Late Submission Fee Begins - March 2, 2025.
-

HELPFUL RESOURCES

- Web: <https://naacp.org/resources/annual-financial-report>
- Email: ufi@naacpnet.org
- Phone: 1-877-641-0878

Do you have an EIN?

Yes

EIN Number: Re-type your EIN Number:

63-6062515 63-6062515

EIN Error Message field

If you submitted a 2023 AFR, please click below and select your unit:

2023 Annual Financial Report 5044-B Mobile Branch

Unit Type :

Adult

This form will time out in 30 minutes. Please make sure to save the document by checking "Save my progress and resume later" box at the top or bottom of the page,

so that you can return to your most recent form.

(Page 2 /9)

MAILED IN REPORTS WILL NOT BE ACCEPTED

Was your unit newly chartered or reactivated between January 1 and December 31, 2024?

No

Do you have travel expenses outside of National and State Conventions?

Yes

If Yes, provide a written explanation.

We have members who are also state officers that travel to the to meetings and other required travel.

Are there any officers who pay reoccurring expenses for the Unit?

No

Did your Unit complete a Form 1096 for 2024?

No

Did your Unit file a W-2 form for 2024?

No

Did the Unit pay any independent contractor more than \$100,000 for services provided during the year?

No

Did the Unit receive noncash donations?

No

Is there at least one (1) bank account in the Unit's name?

Yes

How many accounts were open during this review period (January - December 2024)? Please enter a numeric value.

1

For each bank account, list: account number, and how many months the account has been opened. Note: You will be required to provide a bank statement for each opened month of your account.

04847288 12 months

Total cash balance on hand at December 31, 2023

11740.00

This form will time out in 30 minutes. Please make sure to save the document by checking "Save my progress and resume later" box at the top or bottom of the page,

so that you can return to your most recent form.

(Page 3 /9)

RESTRICTED AND OTHER INCOME QUESTIONNAIRE

Grants

Did your unit receive grant funds that exceed \$5000? If yes, please explain below who was the grantor/s and how the grant funds were used?

No

Scholarships

Did your unit receive scholarship funds? If yes, please explain below who provided the scholarship(s) and how many were given? Provide the first and last name of individual donors in their respective fields. In case of an organization, please enter the complete name in the first name box and enter 'N/A' in the last name box.

No

Advertising income

Did your unit receive advertising income? If yes, please explain below the nature of the advertisements.

No

This form will time out in 30 minutes. Please make sure to save the document by checking "Save my progress and resume later" box at the top or bottom of the page, so that you can return to your most recent form.

(Page 4 /9)

SCHEDULE A - EMPLOYMENT

Does your unit have paid employees? If yes, please list the names below, their job title, hours worked per week, and annual salary. This information is needed for the Group 990 tax return.

No

SCHEDULE B - CONTRIBUTIONS

Did your unit receive any contribution? If yes, please list all individual and/or business contributions/donations that were received by the unit and were a combined value of over \$5,000

No

This form will time out in 30 minutes. Please make sure to save the document by checking "Save my progress and resume later" box at the top or bottom of the page, so that you can return to your most recent form.

(Page 5 /9)

PART I - INCOME

PLEASE REPORT ALL INCOME AS GROSS AMOUNTS

Please enter an amount in every field. If you have nothing to declare please enter 0.00

Membership

Membership Refund from National:

907.00

Membership Income:

3595.00

Total membership income:

4502.00

Scholarship & restricted income?

Yes

Scholarship & restricted income

A.C.T-S.O/BTS-SIS:

0.00

Scholarships:

0.00

Civic engagement/voting:

4000.00

Program income:

0.00

Other restricted income:

7398.00

Grants:

1500.00

Did your unit accept any federal, state or local grant funds?

Yes

Funder:

Alabama State conference NAACP

Amount: Was grant approved by National Office General Counsel's Office?

1500.00 No

Total scholarship and restricted income:

12898.00

Interest income?

No

Have you had a fundraiser?

Yes

Fundraising Income:

Unrestricted contributions/donations:

0.00

Bequests:

0.00

Advertising:

550.00

Freedom fund:

9550.00

Youth banquet:

0.00

MLK banquet:

0.00

Jubilee:

0.00

Membership banquet:

0.00

Mother/woman of the year:

0.00

State conference fundraising income:Other fundraising:

0.00

351.00

Please use this space to provide additional information on income.

351.00 was from WIN fundraising

Did you have any ticketed events?

Yes

How many tickets were sold?

190

Total fundraising income:

10451.00

Total income:

27851.00

This form will time out in 30 minutes. Please make sure to save the document by checking "Save my progress and resume later" box at the top or bottom of the page, so that you can return to your most recent form.

(Page 6 /9)

PART II - EXPENSES

Please enter an amount in every field. If you have nothing to declare please enter 0.00

Do you rent/lease a Facility?

Yes

Facility

Upload Facility lease

2024_04_10 Skyline NAACP Lease Extension (1).pdf

Facility rent:

6060.00

Insurance:

0.00

Repairs & maintenance:

0.00

Utilities:

0.00

Total facility expenses:

6060.00

Office expenses?

Yes

Office

Supplies:

290.00

Equipment:

0.00

P.O.B rent:

0.00

Postage/shipping:

0.00

Telephone/internet:

879.80

Printing/subscriptions:

137.10

Advertising:

100.00

Total office expenses:

1406.90

National & state convention/events expenses?

Yes

National & state convention/events

Travel:

450.00

Lodging:

0.00

Transportation:

0.00

Convention/conference assessments:

0.00

Tickets:

0.00

Registration fees:

2665.00

Other:Total national & state convention/events:

0.00 3115.00

Membership expenses?

Yes

Membership

Remittances to national:

1768.00

Membership drive:

0.00

Total membership expenses:

1768.00

National assessments?

Yes

National assessments

Edit this text

2024

NA - Current year (paid in 2021 and applied in 2021):

3071.00

Edit this textEdit this text

2024

2023

NA - Prior years (paid in 2021 but applied to 2020 or earlier):

0.00

Late filing fee:

0.00

Fundraising Assessment Paid?

Total national assessments:

3071.00

State assessments?

Yes

State assessments

Edit this text

2024

SA - Current year (paid in 2021 and applied in 2021):

300.00

Edit this textEdit this text

2024

2023

SA - Prior years (paid in 2021 but applied to 2020 or earlier):

0.00

Late filing fee:

0.00

Total state assessments:

300.00

Civic engagement expenses?

Yes

Civic engagement

Community service:

2161.00

Voter education/registration:

4873.00

Youth oriented services:

705.70

Total civic engagement expenses:

7739.70

Grants & scholarship expenses?

No

Fundraising Expense

Food:

3661.00

Advertising:

0.00

Event speakers:

100.00

Awards/gifts:

412.50

Postage/shipping:

0.00

Telephone/internet (Fundraising):

0.00

Equipment rental:

0.00

Printing:

0.00

Facility rent:

925.00

Event insurance:

0.00

Other:

702.00

Total fundraising expenses:

5800.50

General expenses?

Yes

General

Executive committee meetings:

0.00

Legal/court fees:

0.00

Bank fees:

17.00

License/tax fees:

0.00

Contributions/donations:

0.00

Other:

76.30

Total general expenses:

93.30

Total expenses:

29354.40

If needed, please use this space to provide additional information about expenses.

This form will time out in 30 minutes. Please make sure to save the document by checking "Save my progress and resume later" box at the top or bottom of the page, so that you can return to your most recent form.

(Page 7 /9)

PART III - FUND BALANCE ANALYSIS

Edit this text

2023

11740

Total income:

27851.00

Total expenses:

29354.40

Net income/(loss):

-1503.40

Edit this text

2024

Cash balance on hand at December 31, 2021:

10236.60

Is the bank account above interest-bearing?

No

Please upload all bank statements for the year for each of the accounts you have open to the coordinating OneDrive folder for review prior to submitting the AFR.

Attention: By checking here, you confirm that all applicable bank statements have been uploaded to OneDrive

-

IMPORTANT NOTICE:

PLEASE TAKE A FEW MINUTES TO REVIEW THE ENTIRE REPORT BEFORE SUBMITTING IT TO THE NATIONAL OFFICE. IF YOU HAVE QUESTIONS, PLEASE EMAIL US AT UFI@NAACPNET.ORG

This form will time out in 30 minutes. Please make sure to save the document by checking "Save my progress and resume later" box at the top or bottom of the page, so that you can return to your most recent form.

ASSESSMENT CALCULATION

Label of Year (January)

2024 Annual Financial Report 5044-B Mobile Branch

Total membership as of January 1, Label of Year (December)

2021:

173

2024 Annual Financial Report 5044-B Mobile Branch

Total membership as of December 31, 2021:

162

Percentage change:

-6.36

Minimum assessment:

500

Assessment % (15% or 25%)

25

Fundraising income:

10451.00

Fundraising expenses:

5800.50

Fundraising net income (loss):

4350.50

Fundraising assessment:

1087.63

Total assessment and other fees due today include:

Assessment due:

1087.63

Late fee:

0

Fundraising Assessment Paid

0

Total amount due:

1087.63

2023 Residual Amount Owed/Owing

0.00

2023/2024 Calculated Amount

1087.63

Preparer's email:

bmartin1947@att.net

This form will time out in 30 minutes. Please make sure to save the document by checking "Save my progress and resume later" box at the top or bottom of the page, so that you can return to your most recent form.

(Page 9 /9)

The above unit of the National Association for the Advancement of Colored People, hereby requests and authorizes the National Office to include the income and expenses of the unit for the submitted calendar year of this form, in the annual group return filed by the National Office.

We have provided to the National Office of the NAACP all copies of all bank statements, canceled checks, and bank signatory cards for all bank accounts and accounts associated with the aforementioned unit of the NAACP. We have attached PDF copies of the document with this annual financial report. We understand that these documents are required for financial compliance.

We hereby declare under the penalty of perjury that this submitted annual financial report has been examined by us and to the best of our knowledge and belief is true, correct/complete and made in good faith.

For President

By checking here, I acknowledge that I have read and understood the above policies and procedures in its entirety and agree to abide by them.

-

President's printed name:

Robert Clopton

President's telephone number:

386-589-3145

President's email address:

robertcloptonsr@gmail.com

For Secretary

By checking here, I acknowledge that I have read and understood the above policies and procedures in its entirety and agree to abide by them.

-

Secretary's printed name:

Patrick Crabtree

Secretary's telephone number:

770-402-3820

Secretary's email address:

Pcrabtree@mail.com

For Treasurer

By checking here, I acknowledge that I have read and understood the above policies and procedures in its entirety and agree to abide by them.

-

Treasurer's printed name:

Barbara Martin

Treasurer's telephone number:

251-402-0930

Treasurer's email address:

bmartin1947@att.net

For Treasurer-Elect

By checking here, I acknowledge that I have read and understood the above policies and procedures in its entirety and agree to abide by them.

File List (Protected)

2024_04_10 Skyline NAACP Lease Extension (1).pdf (30Kb.):

https://naacpepi.tfaforms.net/uploads/get/458ff7a617b23d7b36edd76e04453dfb-2024_04_10SkylineNAACPLeaseExtension1.pdf