



**CITY OF FORT LAUDERDALE**  
**City Commission Agenda Memo**  
**REGULAR MEETING**

**#23-0743**

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**TO:** Honorable Mayor & Members of the  
Fort Lauderdale City Commission

**FROM:** Greg Chavarria, City Manager

**DATE:** August 22, 2023

**TITLE:** Motion Approving Event Agreements and Related Road Closures for The  
Fort Lauderdale Jingle Bell Jog, 36<sup>th</sup> Annual Las Olas Art Fair (October  
2023), Winterfest Family Fun Day, 12<sup>th</sup> Annual Fort Lauderdale Turkey Trot,  
Step Out Walk to Stop Diabetes and Taco and Margarita Festival -  
**(Commission Districts 2 and 4)**

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**Recommendation**

Staff recommends the City Commission approve event agreements and requests for road closures, in substantially the form attached, with WildSide Foundation, Inc., The Las Olas Association, Inc., Winterfest, Inc., Management Health Systems, LLC, American Diabetes Association, Inc. and 3J Hospitality, LLC and authorize execution of the agreements by the City Manager.

**Background**

City staff has been working closely with the event organizers regarding event topics, such as logistics, maintenance, and security as detailed below. The Police Department recommends approval of the closing of the City streets where appropriate, and event parking has been satisfactorily arranged. When applicable, amplified music was discussed, and the event organizers were advised of the noise ordinance and possible concerns.

The organizers will pay for all event costs and submit the required certificates of insurance. The event organizers will also secure all other necessary permits and licenses that are required from other agencies. Civic and merchant associations have been notified, as appropriate, regarding events in their respective areas. Specific event details are included in each event application as attached.

Where applicable, the City Commission authorizes amplified music for the events listed below.

Authorization for the execution of the event agreement is contingent upon the City Attorney's Office receiving and approving a validly executed agreement.

<b><u>Event 1: The Fort Lauderdale Jingle Bell Jog (District 2)</u></b>	
Applicant:	WildSide Foundation, Inc.
Date/Time:	Sunday, December 24, 2023 (8:00am – 9:15am)
Location:	Las Olas Oceanside Park 3000 East Las Olas Blvd, Fort Lauderdale, FL 33316
Set Up Date/Time:	Sunday, December 24, 2023 (4:00am – 7:30am)
Breakdown Date/Time:	Sunday, December 24, 2023 (9:30am – 9:45am)
Road Closing:	Yes – (4:00am – 9:15am) Single Lane Closure <ul style="list-style-type: none"> <li>• A1A (just South of SE 5<sup>th</sup> Ave to NE 9<sup>th</sup> St)</li> <li>• Seabreeze (Las Olas Blvd to Alhambra St)</li> </ul> Full Road Closure <ul style="list-style-type: none"> <li>- Las Olas Blvd (from A1A to Seabreeze Blvd)</li> </ul>
Alcohol:	Yes
Amplified Music:	Yes – Saturday, December 24, 2023 (8:00am – 9:30am)
Special Permission:	Amplified Music/Extended Road Closure – No
Insurance Required:	Yes
Banners:	No
Pending Code Violations:	No
Application Fee:	\$200

<b><u>Event 2: Las Olas Art Fair (District 4)</u></b>	
Applicant:	The Las Olas Association, Inc.
Date/Time:	Saturday, October 14, 2023 (10:00am – 5:00pm) Sunday, October 15, 2023 (10:00am – 5:00pm)
Location:	East Las Olas Blvd (from SE 8 <sup>th</sup> Ave to SE 12 <sup>th</sup> Ave)
Set Up Date/Time:	Saturday, October 14, 2023 (4:00am – 9:30am) Sunday October 15, 2023 (4:00am – 9:30am)
Breakdown Date/Time:	Saturday, October 14, 2023 (5:30pm – 8:00pm) Sunday October 15, 2023 (5:30pm – 8:00pm)
Road Closing:	<b>Yes</b> – Full Road Closure <b>Saturday, October 14, 2023 (4:00am – 8:00pm)</b> <b>Sunday October 15, 2023 (4:00am – 8:00pm)</b>  <b><u>PLAN A</u></b> <ul style="list-style-type: none"> <li>• East Las Olas Blvd (from SE 6<sup>th</sup> to SE 8<sup>th</sup> Ave) <i>Leaving SE 8th Ave open for north AND South bound</i></li> </ul>

	<p><i>traffic.</i></p> <ul style="list-style-type: none"> <li>• East Las Olas Blvd (from SE 8<sup>th</sup> Ave to SE 12<sup>th</sup> Ave)</li> </ul> <p><i>Fort Lauderdale Police Department and Transportation and Mobility both recommend for traffic on SE 8th Ave to only run North and South. All westbound traffic will need to use Broward Boulevard to help eliminate a major traffic backup on Las Olas.</i></p> <p><b><u>PLAN B</u></b></p> <ul style="list-style-type: none"> <li>• East Las Olas Blvd (from SE 6<sup>th</sup> to SE 11<sup>th</sup> Ave)</li> </ul>
Alcohol:	No
Amplified Music:	No
Special Permission:	Amplified Music/Extended Road Closure – No
Insurance Required:	Yes
Banners:	No
Pending Code Violations:	No
Application Fee:	\$200

Due to construction on Las Olas, the event promoter has submitted 2 site plans, Plan A and Plan B. If construction should be completed, the promoter will use Plan B, SE 6<sup>th</sup> to SE 11 Ave). If construction is not completed, the promoter will use Plan A, SE 6<sup>th</sup> to SE 8<sup>th</sup> Ave)

<b><u>Event 3: Winterfest Family Fun Day (District 2)</u></b>	
Applicant:	Winterfest, Inc.
Date/Time:	Sunday, November 19, 2023 (10:00am – 3:00pm)
Location:	<b>Esplanade Park</b> 400 SW 2 <sup>nd</sup> Street, Fort Lauderdale, FL 33312
Set Up Date/Time:	Sunday, November 19, 2023 (6:00am – 10:00am)
Breakdown Date/Time:	Sunday, November 19, 2023 (3:00pm – 7:00pm)
Road Closing:	Yes - Full Road Closure (6:00am – 7:00am) <ul style="list-style-type: none"> <li>• SW 2<sup>nd</sup> Street (from SW 5 Ave to SW 4 Ave)</li> <li>• SW 4<sup>th</sup> Ave (from SW 2nd Street to the New River)</li> </ul>
Alcohol:	No
Amplified Music:	<b>Yes</b> Sunday, November 19, 2023 (10:00am – 3:00pm)
Special Permission:	Amplified Music/Extended Road Closure - No
Insurance Required:	Yes
Banners:	No

Pending Code Violations:	No
Application Fee:	\$200

<b><u>Event 4: 12th Annual Fort Lauderdale Turkey Trot (District 2)</u></b>	
Applicant:	Management Health Systems, LLC
Date/Time:	Thursday, November 23, 2023 (5:00am – 9:00am)
Location:	Las Olas Oceanside Park 3000 East Las Olas Blvd, Fort Lauderdale, FL 33316
Set Up Date/Time:	Wednesday, November 22, 2023 (4:00pm – 6:00pm)
Breakdown Date/Time:	Thursday, November 23, 2023 (9:00am – 12:00pm)
Road Closing:	Yes – (7:00am – 10:00am) <ul style="list-style-type: none"> <li>- E Las Olas Blvd (from A1A to Seabreeze)</li> <li>- A1A (just south of SE 5<sup>th</sup> Ave to NE 9<sup>th</sup> St)</li> <li>- Seabreeze (Las Olas Blvd to Alhambra St)</li> </ul>
Alcohol:	No
Amplified Music:	Yes – Thursday, November 23, 2023 (7:00am – 9:00am)
Special Permission:	Amplified Music/Extended Road Closure – No
Insurance Required:	Yes
Banners:	No
Pending Code Violations:	No
Application Fee:	\$200

<b><u>Event 5: Step Out Walk to Stop Diabetes (District 2)</u></b>	
Applicant:	American Diabetes Association, Inc.
Date/Time:	Saturday, September 23, 2023 (5:00am – 12:00pm)
Location:	Las Olas Oceanside Park 3000 East Las Olas Blvd, Fort Lauderdale, FL 33316
Set Up Date/Time:	Friday, September 22, 2023 (8:00am – 1:00pm)
Breakdown Date/Time:	Saturday, September 23, 2023 (12:00pm – 3:00pm)
Road Closing:	Yes – (7:00am – 9:00am) <ul style="list-style-type: none"> <li>- E Las Olas Blvd (from A1A to Seabreeze)</li> <li>- A1A (just south of SE 5<sup>th</sup> Ave to NE 9<sup>th</sup> St)</li> <li>- Seabreeze (Las Olas Blvd to Alhambra St)</li> </ul>
Alcohol:	No
Amplified Music:	Yes – Saturday, September 23, 2023 (7:00am – 11:00am)
Special Permission:	Amplified Music/Extended Road Closure – No

Insurance Required:	Yes
Banners:	No
Pending Code Violations:	No
Application Fee:	\$200

<b><u>Event 6: Taco and Margarita Festival (District 2)</u></b>	
Applicant:	3J Hospitality, LLC
Date/Time:	Saturday, September 9, 2023 (12:00pm – 5:00pm)
Location:	Backyard 100 SW 3 <sup>rd</sup> Ave, Fort Lauderdale, FL 33312
Set Up Date/Time:	Saturday, September 9, 2023 (8:00am – 12:00pm)
Breakdown Date/Time:	Saturday, September 9, 2023 (5:00pm – 7:00pm)
Road Closing:	Yes – Full Road Closure (8:00am – 7:00pm) - SW 3 <sup>rd</sup> Ave (from Broward Blvd to SW 2 <sup>nd</sup> Street)
Alcohol:	Yes
Amplified Music:	No
Special Permission:	Amplified Music/Extended Road Closure – No
Insurance Required:	Yes
Banners:	No
Pending Code Violations:	No
Application Fee:	\$1000

**Resource Impact**

Revenue related to these agreements is included in the FY 2023 operating budget in the accounts listed below.

<b><i>Funds available as of July 19, 2023</i></b>					
<b>ACCOUNT NUMBER</b>	<b>COST CENTER NAME (Program)</b>	<b>ACCOUNT / ACTIVITY NAME</b>	<b>AMENDED BUDGET (Character)</b>	<b>AMOUNT RECEIVED (Character)</b>	<b>AMOUNT</b>
10-001-6025-574-347-200-PKR029	Community Events	Charges for Service/ Nonsponsor Charges – Spec Event Fees	\$163,000	\$82,897	\$2000
				<b>TOTAL AMOUNT ►</b>	<b>\$2000</b>

**Strategic Connections**

This item is a 2022 Top Commission Priority, advancing the Parks and Public Places initiative.

This item supports the *Press Play Fort Lauderdale 2024 Strategic Plan*, specifically advancing:

- The Public Places Focus Area
- Goal 3: Building a healthy and engaging community.
- Objective: Offer a diverse range of recreational and educational programming

This item advances the *Fast Forward Fort Lauderdale 2035 Vision Plan: We Are Here*. This item supports the Advance Fort Lauderdale 2040 Comprehensive Plan specifically advancing:

- The Public Places Focus Area
- The Parks, Recreation & Open Spaces Element
- Goal 1: Be a community where persons of all ages are able to partake in a fun and healthy lifestyle.

### **Attachments**

Exhibit 1 – Fort Lauderdale Jingle Bell Jog Application  
Exhibit 1a – Fort Lauderdale Jingle Bell Jog Site Plan  
Exhibit 1b – Fort Lauderdale Jingle Bell Jog Route  
Exhibit 1c – Fort Lauderdale Jingle Bell Jog Agreement  
Exhibit 2 – Las Olas Art Fair (October) Application  
Exhibit 2a – Las Olas Art Fair (October) Site Plan  
Exhibit 2b – Las Olas Art Fair (October) Agreement  
Exhibit 3 – Winterfest Family Fun Day Application  
Exhibit 3a – Winterfest Family Fun Day Site Plan  
Exhibit 3b – Winterfest Family Fun Day Agreement  
Exhibit 4 – 12<sup>th</sup> Annual Fort Lauderdale Turkey Trot Application  
Exhibit 4a – 12<sup>th</sup> Annual Fort Lauderdale Turkey Trot Site Plan  
Exhibit 4b – 12<sup>th</sup> Annual Fort Lauderdale Turkey Trot Route  
Exhibit 4c – 12<sup>th</sup> Annual Fort Lauderdale Turkey Trot Agreement  
Exhibit 5 – Step Out Walk to Stop Diabetes Application  
Exhibit 5a – Step Out Walk to Stop Diabetes Site Plan  
Exhibit 5b – Step Out Walk to Stop Diabetes Route  
Exhibit 5c – Step Out Walk to Stop Diabetes Agreement  
Exhibit 6 – Taco & Margarita Festival Application  
Exhibit 6a – Taco & Margarita Festival Site Plan  
Exhibit 6b – Taco & Margarita Festival Agreement  
Exhibit 7 – September 2023 Special Event Calendar  
Exhibit 8 – October 2023 Special Event Calendar  
Exhibit 9 – November 2023 Special Event Calendar  
Exhibit 10 – December 2023 Special Event Calendar

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Prepared by: Brittany Henry, Special Events Coordinator, Parks and Recreation  
Department

Department Director: Phil Thornburg, Parks and Recreation Department