



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

#24-0854

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

FROM: Susan Grant, Acting City Manager

DATE: September 17, 2024

TITLE: Motion Approving an Outdoor Event Agreement and Related Road
Closures with Wildside Foundation, Inc. for The 10th Annual Fort Lauderdale
Jingle Bell Jog - **(Commission District 2)**

Recommendation

Staff recommends the City Commission approve an event agreement and road closures request with Wildside Foundation, Inc., in substantially the form attached, and authorize execution of the agreement by the City Manager.

Background

On June 26, 2024, Wildside Foundation, Inc. submitted an outdoor event application for The 10th Annual Fort Lauderdale Jingle Bell Jog. The event is scheduled to take place on Sunday, December 22, 2024, which is more than the 90-day application deadline, therefore the outdoor event application fee is \$200. The event impacts are limited to Sunday, December 22, 2024, which includes the setup period, event period, and breakdown period.

The event organizer attended the August 21, 2024, outdoor events meeting to review the event details with City staff including the Parks & Recreation Department, Transportation and Mobility Department, Police Department, and Fire Department. The outdoor events meeting focuses on the operational logistics, cross departmental coordination, and event organizer requirements. This event organizer is requesting the following special permissions that require City Commission approval:

Road Closures:

- State Road A1A from just south of SE 5th Avenue to NE 9th Street
- Seabreeze from Las Olas Boulevard to Alhambra Street
- Las Olas Boulevard from State Road A1A to Seabreeze Boulevard

City staff invited the surrounding civic associations to the outdoor events meeting as well as sent a copy of the application and site plan. Upon approval, the City's online events calendar will be updated to reflect this event.

The event agreement defines the responsibilities of the event organizer such as covering the associated event expenses and the required certificates of insurance. The event organizers will also secure all other necessary permits and licenses that are required from other agencies. Authorization for the execution of the event agreement is contingent upon the City Attorney’s Office reviewing and approving as to form all documents prior to their execution by the City Manager or designee.

Resource Impact

Revenue related to these agreements is included in the FY 2024 operating budget in the accounts listed below.

| Funds available as of August 26, 2024 | | | | | |
|--|-----------------------------------|--|-----------------------------------|------------------------------------|---------------|
| ACCOUNT NUMBER | COST CENTER NAME (Program) | ACCOUNT / ACTIVITY NAME | AMENDED BUDGET (Character) | AMOUNT RECEIVED (Character) | AMOUNT |
| 10-001-6025-574-347-200-PKR029 | Community Events | Charges for Service/ Nonsponsor Charges – Spec Event Fees | \$90,000 | \$28,450 | \$200 |
| TOTAL AMOUNT ► | | | | | \$200 |

Strategic Connections

This is a 2024 Commission Priority, advancing the Public Places initiative.

This item supports the 2029 Strategic Plan, specifically advancing:

- The Public Places Focus Area, Goal 5: Build a beautiful and welcoming community.

This item advances the Fast Forward Fort Lauderdale 2035 Vision Plan: We are Here.

This item supports the Advance Fort Lauderdale 2040 Comprehensive Place specifically advancing:

- The Public Places Focus Area
- The Parks, Recreation & Open Spaces Area
- Goal 2: Be a community with high quality parks and recreational facilities that highlight the character of our city.

Attachment

Exhibit 1 – The 10th Annual Fort Lauderdale Jingle Bell Jog Agreement

Prepared by: Brittany Henry, Senior Administrative Assistant, Parks and Recreation

Department Director: Carl Williams, Parks and Recreation