



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

**#25-0197**

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

**FROM:** Susan Grant, Acting City Manager

**DATE:** March 18, 2025

**TITLE:** Motion Approving an Outdoor Event Agreement and Request for Road  
Closures with Heal the Planet Together, Inc. for Heal the Planet Day -  
**(Commission District 2)**

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**Recommendation**

Staff recommends the City Commission approve an outdoor event agreement and road closure requests with Heal the Planet Together, Inc., in substantially the form attached, and authorize execution of the agreement by the City Manager.

**Background**

On June 24, 2024, Heal the Planet Together, Inc. submitted an outdoor event application for Heal the Planet Day to be held at Esplanade Park. The event is scheduled to take place on April 13, 2025, which is more than the 90-day application deadline, therefore, the outdoor event application fee is \$200. The event impacts are limited to April 13, 2025, which includes the setup period, event period, and breakdown period.

The event organizer attended the February 12, 2025, 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 meetings focus on operational logistics, cross departmental coordination, and event organizer requirements.

This event organizer is requesting the following special permissions that require City Commission approval:

**Road Closure:**

- SW 2<sup>nd</sup> Street from SW 4<sup>th</sup> Avenue to SW 5<sup>th</sup> Avenue

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 organizer 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 2025 operating budget in the accounts listed below.

<b><i>Funds available as of February 25, 2025</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>
10-001-6025-000-347-200-PKR029	Community Events	Charges for Service/ Nonsponsor Charges – Spec Event Fees	\$90,000	\$9,400	\$200
<b>TOTAL AMOUNT ►</b>					<b>\$200</b>

**Strategic Connections**

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 – Heal the Planet Day Event Agreement

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

Department Director: Carl Williams, Parks and Recreation