



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

#24-0977

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

FROM: Susan Grant, Acting City Manager

DATE: November 7, 2024

TITLE: Motion Approving an Outdoor Event Agreement with WLF Ventures, LLLP for the Fort Lauderdale Water Lantern Festival - **(Commission District 3)**

Recommendation

Staff recommends the City Commission approve an outdoor event agreement with WLF Ventures, LLLP, in substantially the form attached, and authorize execution of the agreement by the City Manager.

Background

On May 9, 2024, WLF Ventures, LLLP submitted an outdoor event application for the Fort Lauderdale Water Lantern Festival to be held at Mills Pond Park. The event is scheduled to take place on Saturday, November 16, 2024. This event is rescheduled from a previous administratively approved date (August 28, 2024) and the City collected application fees in the amount of \$200 on July 9, 2024. The City will apply the application fees to the new event date. The event impacts are limited to November 16, 2024, which includes the setup period, event period, and breakdown period.

The event organizers attended the July 24, 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 meetings focus on operational logistics, cross departmental coordination, and event organizer requirements. The event organizer is not requesting special permissions that require additional City Commission approval.

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

There is no fiscal impact related to this agreement as the application fee was paid before the event was rescheduled to November.

Strategic Connections

This is a 2024 Commission Priority, advancing 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 – Fort Lauderdale Water Lantern Festival Agreement

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

Department Director: Carl Williams, Parks and Recreation