



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

**#25-0147**

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

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

**DATE:** February 18, 2025

**TITLE:** Motion Approving an Outdoor Event Agreement and Request for Road  
Closures with Wildside Foundation, Inc. for The 12<sup>th</sup> Annual Fort Lauderdale  
Shamrock Run - **(Commission Districts 2 and 4)**

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**Recommendation**

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

**Background**

On September 24, 2024, Wildside Foundation, Inc. submitted an outdoor event application for The 12<sup>th</sup> Annual Fort Lauderdale Shamrock Run to be held on Las Olas Boulevard. The event is scheduled to take place on March 16, 2025, which is more than the 90-day application deadline, therefore the outdoor event application fee is \$200. The event impacts are limited to March 16, 2025, which includes the setup period, event period, and breakdown period.

The event organizer attended the November 13, 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 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 Closure:**

- Las Olas Boulevard (from Andrews Avenue to Poinciana Drive)

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>Amount received as of February 3, 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	\$96,000	\$6,400	\$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 – The 12<sup>th</sup> Annual Fort Lauderdale Shamrock Run Event Agreement

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

Department Director: Carl Williams, Parks and Recreation