



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

**#25-0797**

---

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

**FROM:** Rickelle Williams

**DATE:** October 7, 2025

**TITLE:** Motion Approving a Five (5) -Year Outdoor Event Agreement between the  
City of Fort Lauderdale and Bonnet House, Inc. for the Scheduling of  
Events - **(Commission Districts 2)**

---

**Recommendation**

Staff recommends the City Commission approve a five (5)-year outdoor event agreement, in substantially the form attached, with Bonnet House, Inc.,j consolidating the approval of outdoor events proposed in the event area from January 1, 2026, through December 31, 2031, and authorize the City Manager or designee to execute said agreement.

**Background**

The Bonnet House, located at 900 N. Birch Road, Fort Lauderdale, FL, was established in 1920 by artist Frederic Clay Bartlett on land gifted by his wife, Helen Louise Birch. Following Helen's death in 1925, Bartlett later married Evelyn Fortune Lilly, who helped preserve and enhance the estate with gardens and artistic touches. In 1983, Evelyn donated the property to the Florida Trust for Historic Preservation, ensuring its protection for future generations.

Today, Bonnet House serves as a museum and cultural center, dedicated to historic and environmental preservation, learning, and creative expression. The estate also provides a unique setting for weddings, private events, and community celebrations, making it both a cherished historic landmark and a vibrant gathering place in Fort Lauderdale.

Bonnet House, Inc. is requesting authorization for the execution of a five (5)-year outdoor event agreement to schedule, in advance, various outdoor events and activities during the term of the agreement without the necessity of making separate applications to the City Commission as required under the Code of Ordinances of the City of Fort Lauderdale. The City has previously approved multi-year agreements with Bonnet House Inc., the first agreement was approved in 2016 (CAM #16-0235) and the second agreement was approved in 2020 (CAM #20-0830).

The agreement provides for a series of outdoor events and other substantially similar events that may be conducted by the organization in the event area from January 1, 2026,

through December 31, 2031, contingent upon the approval of the City Manager or designee for each event are outlined in Exhibit 1. Annually, the Bonnet House hosts three (3) events: the International Orchid Festival, Concert Under the Stars, and the International Orchid Festival. The event area boundaries generally include the beach from Sunrise Boulevard to the north, the Atlantic Ocean to the east, Vistamar Street to the south, and State Road A1A to the west (Exhibit 3).

Each individual event application will be subject to administrative review and approval. The organizer will pay the applicable fees and costs as designated by the City Manager, for each application that is submitted. All current permitting requirements, including but not limited to trash disposal, parking arrangements, logistics, and security, as applicable, will apply. The events will comply with the amplified music requirements or will request additional City Commission consideration for approval (if exemptions are requested).

The authorization for the execution of individual events is contingent upon staff review and approval of individual event applications. The event organizer will provide the City with a certificate of insurance in the amount of \$1,000,000 general liability and \$500,000 liquor liability or greater for each event, naming the City as an additional insured, and any additional insurance deemed necessary by the City's Risk Manager to preserve the City's interests.

### **Resource Impact**

Revenue related to the first year of the agreement, \$200 per event application for an estimated \$600 (Exhibit 1), is included in the FY 2026 operating budget in the account listed below.

<b><i>Funds available as of October 1, 2025</i></b>					
<b>ACCOUNT NUMBER</b>	<b>COST CENTER NAME (Program)</b>	<b>CHARACTER/ ACCOUNT NAME</b>	<b>AMENDED BUDGET (Character)</b>	<b>AMOUNT RECEIVED (Character)</b>	<b>AMOUNT</b>
10-001-6025-574- 347-200-PKR029	Community Events	Charge for Service / Non Sponsor Charges – Spec Event Fees	\$30,000	\$0	\$600
<b>TOTAL AMOUNT ►</b>					<b>\$600</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.

**Attachments**

Exhibit 1 – Letter of Intent

Exhibit 2 – Bonnet House Agreement 2020-2025

Exhibit 3 – Bonnet House Event Area

Exhibit 4 – Bonnet House Agreement 2026-2031

---

Prepared by: Carolyn Bean, Assistant to the Director, Parks and Recreation

Department Director: Carl Williams, Parks and Recreation