



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

#24-0717

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

FROM: Susan Grant, Acting City Manager

DATE: August 20, 2024

TITLE: Motion Approving Event Agreements and Related Road Closures with Las
Olas Association, Inc. for the 37th Annual Las Olas Art Fair (October 2024,
January 2025 and March 2025) - **(Commission District 4)**

Recommendation

Staff recommends the City Commission approve event agreements and road closure requests with Las Olas Association, Inc., in substantially the form attached, and authorize execution of the agreements by the City Manager.

Background

On April 17, 2024, Las Olas Association, Inc. submitted a special event application for the 37th Annual Las Olas Art Fair taking place over three separate event weekends.

The first event weekend is scheduled to take place on October 19 – 20, 2024, which is more than the 90-day application deadline, therefore the special event application fee is \$200. The event impacts will start on October 19, 2024, and last through October 20, 2024, which includes the setup period, event period, and breakdown period.

The second event weekend is scheduled to take place on January 4 – 5, 2025, which is more than the 90-day application deadline, therefore the special event application fee is \$200. The event impacts will start on January 4, 2025, and last through January 5, 2025, which includes the setup period, event period, and breakdown period.

The third event weekend is scheduled to take place on March 1 – 2, 2025. There is no additional application fee as this event period is within the 90-day permitting window of the January 4-5 event application. The event impacts will start on March 1, 2025, and last through March 2, 2025, which includes the setup period, event period, and breakdown period.

The event organizers attended the July 10, 2024, special 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 special events meeting 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 Closures:

- East Las Olas Blvd from SE 6th Ave to SE 11th Ave

City staff invited the surrounding Civic Associations to the special 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.

<i>Funds available as of July 15, 2024</i>					
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	\$28,050	\$400
TOTAL AMOUNT ►					\$400

Strategic Connections

This is a FY 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.

Attachments

Exhibit 1 – 37th Annual Las Olas Art Fair (October 2024) Event Agreement

Exhibit 2 – 37th Annual Las Olas Art Fair (January 2025) Event Agreement

Exhibit 3 – 37th Annual Las Olas Art Fair (March 2025) Event Agreement

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

Department Director: Carl Williams, Parks and Recreation