



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

**#24-0714**

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

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

**DATE:** September 3, 2024

**TITLE:** Motion to Consider the Approval or Denial of a Partial Payment Offer with  
Partial Fee Waiver Request to Settle Past Due Event Parking Invoice and  
an Event Agreement with The Heartbeat Foundation Corp. for the 15th  
Edition Annual Brazilian Festival - **(Commission District 1)**

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**Recommendation**

Staff recommends the City Commission review and consider the approval or denial of a partial payment offer in the amount of \$6,935 with a partial fee waiver request in the amount of \$2,935 to settle a past due parking fees invoice and an event agreement with The Heartbeat Foundation Corp., in substantially the form attached, and, if approved, authorize the City Manager to execute the event agreement and any settlement documents with terms and conditions acceptable to the City Manager and 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.

**Background**

Historically, event applicants with an outstanding balance with the City are not permitted to move forward with additional events until the remaining balance is satisfied. The City received an outdoor event application from The Heartbeat Foundation Corp. to host The 15th Edition Annual Brazilian Festival. The Heartbeat Foundation Corp. has a past due event parking fees invoice for prior years' events held in the City for a total amount of \$9,870. On August 14, 2024, staff received a partial payment offer from The Heartbeat Foundation Corp., payable in three (3) installments for a total amount of \$6,935, with a request for the City to waive the invoice balance, as full settlement of the total outstanding parking fees due to the City. Staff is seeking direction on a resolution for the balance of the outstanding parking fees invoice in the amount of \$9,870.

The Heartbeat Foundation Corp. has previously held the Brazilian Festival in the City of Fort Lauderdale on the beach in 2021 and at Snyder Park in 2022. Due to torrential rains, the 2022 event received low attendance on the 2<sup>nd</sup> day of the festival which placed a financial strain on the event organizer. As a result, the Heartbeat Foundation Corp. currently has an unpaid parking invoice balance of \$9,870 from unpaid parking fees for the use of Snyder Park.

On July 12, 2024, The Heartbeat Foundation Corp. submitted a special event application for the 15<sup>th</sup> Edition Annual Brazilian Festival. The event is scheduled to take place on Saturday, October 26, 2024, at Chase Stadium – 1350 NW 55<sup>th</sup> Street. This application was received prior to the 90-day application deadline; therefore the special event application fee is \$200. The event impacts will start on Friday, October 25, 2024, and are scheduled to end on Sunday, October 27, 2024, which includes the setup period, event period, and breakdown period.

Section 5.04 of the Comprehensive Agreement between the City of Fort Lauderdale and Miami Beckham United, LLC authorizes Miami Beckham to sponsor, operate or authorize non-soccer related public events at the Inter Miami Site with City approval. This is not one of the City’s allocated events.

The event organizers attended the August 14, 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 meetings focus on the operational logistics, cross departmental coordination, and event organizer requirements.

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

**Music Exemption**

- Thirty (30) minutes additional time, extending to 10:30pm on Saturday, October 26, 2024

In addition to the public special events meeting, City staff will require the applicant to contact the surrounding HOAs in advance of the event. 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.

**Resource Impact**

Revenue related to these agreements is included in the FY 2024 operating budget in the accounts listed below.

<b><i>Funds available as of July 19, 2024</i></b>					
<b>ACCOUNT NUMBER</b>	<b>COST CENTER NAME (Program)</b>	<b>ACCOUNT / ACTIVITIY NAME</b>	<b>AMENDED BUDGET (Character)</b>	<b>AMOUNT RECEIVED (Character)</b>	<b>AMOUNT</b>
10-001-6025-574-347-200-PKR029	Community Events	Charges for Service/ Nonsponsor	\$90,000	\$28,050	\$200

		Charges – Spec Event Fees			
				<b>TOTAL AMOUNT ►</b>	\$200

**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 – 15th Edition Annual Brazilian Festival Event Agreement

Exhibit 2 – Payment Plan Request

Exhibit 3 – Comprehensive Agreement

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

Department Director: Carl Williams, Parks and Recreation