



## LEGISLATIVE MEMORANDUM

**TO:** Honorable Mayor and Members of the City Council

**FROM:** Suzanne Sherman, City Manager

**THRU:** Fred Poppe, Recreation Director

**DATE:** May 2, 2024

**RE:** Consideration of a co-sponsorship request for the 3rd Haitian Flag Day Celebration, Parade and Soccer Tournament at Fred Poppe Regional Park.

### SUMMARY:

The organization, Kasik Heritage Corp., a not-for-profit organization, is applying for a City of Palm Bay co-sponsorship for its 3rd Annual Haitian Flag Day Celebration & Parade on Saturday May 18th, and soccer tournament which will take place on Sunday May 5th, May 12th, and May 18th at Fred Poppe Regional Park. This event will promote the City as a desirable place to live, visit and do business, enhance the quality of life and well-being of some or all residents of the community, and continue to advance the City of Palm Bay's commitment to and pride in being a multicultural community.

The Haitian Flag Day Celebration, Parade and soccer tournament is free for everyone to attend. The original request was for one of the lighted soccer fields. Soccer fields one through four at FPRP were damaged by use during the unseasonably long, cold and wet winter. These fields were repaired but Staff is restricting activity to allow them to finish growing in; the cooler evenings have delayed the original planned reopening and staff is now targeting June 1st. As such, the lit soccer fields will not be available due to field closures for resodding and maintenance. Staff have worked with the applicant on a new location and greenspace, which Parks & Facilities will line for the soccer tournament. The original route for the parade request was to start at 3085 Jupiter Blvd SE, near Southwest Middle School, and to end at the Regional Park. This route would affect major corridors and require heavy staffing. After review by Public Works, Police, and the City Manager's Office, Staff was not able to approve this parade route. Staff have worked with the applicant to utilize the inner loop of the Regional Park for their parade.

This event is expected to attract around 500 participants throughout the event (all 3 days). The organization is requesting for the fees to be waived for: the special event fee (\$150.00), green space fee (\$150.00), field rental for 3 days (\$135.00), (4) light towers (\$300.00), Special Outdoor Events fire inspection fee (\$125.00), stage rental fee (\$750.00), (2) bleacher rental fees (\$500.00),

and the pull behind generator for the stage and sound (\$210.00) for a total of \$2,320.00 in fee waivers. The organization is also requesting labor (in-kind wages) to be provided for Parks Maintenance Staff (including stage and bleachers set up and break down fees, field lining fee and day of parks maintenance staff) for \$1,130.00, and Facilities staff (including set up and break down of generator and light towers) for \$420.00 and (2) Police officers for the day of event for \$700.00, for a total of \$2,250.00 in estimated labor costs. The total estimated cost to the City will be \$4,570.00.

**REQUESTING DEPARTMENTS:**

City Manager's Office  
Facilities & Parks  
Police  
Recreation  
Fire

**FISCAL IMPACT:**

The value of this co-sponsorship is estimated to be a total of \$4,570.00, \$2,195.00 in lost revenue from Recreation, \$125.00 in lost revenue from the Fire Department and \$2,250.00 of in-kind wages (\$420.00 from Facilities 001-4525-519-1410, \$1,130.00 from Park Maintenance 001-4526-519-1410, \$700.00 from Police wages).

**STAFF RECOMMENDATION:**

Motion to approve the City's co-sponsorship with the Kasik Heritage Corp., for the Haitian Flag Day Celebration and Parade on May 18th, 2024, and the soccer tournament on May 5th, 12th, and 18th, all at Fred Poppe Regional Park, approving \$2,250.00 of in-kind wages (labor) and authorizing \$2,320.00 in fee waivers.

**ATTACHMENTS:**

1. Co-sponsorship Packet from Kasik Third Annual Haitian Flag Day Parade and Tournament