



City of Gainesville Agenda Item Report

File Number: 2023-1027

Agenda Date: October 19, 2023

Department: City Manager

Title: 2023-1027 2023 Holiday Parade Memorandum of Understanding with the Gainesville Area Chamber of Commerce Foundation (B)

Department: Office of the City Manager

Description: Request for the City Commission to retroactively approve a Memorandum of Understanding between the City of Gainesville and the Gainesville Area Chamber of Commerce Foundation for the 2023 holiday parade. The Gainesville Area Chamber of Commerce Foundation will serve as the fiscal agent for the event.

Fiscal Note: The Gainesville Area Chamber of Commerce Foundation will retain ten percent of donations received to cover administrative expenses.

Explanation: On September 14, 2023 ([Agenda Item #2023-892](#)), the City Commission directed staff to move forward with the planning and execution of a holiday parade in December 2023. This would include solicitation of funding from sponsors and donations from the public.

In order to administer the collection and administration of the external funding received from sponsors and donors, the staff implemented a Memorandum of Understanding with the Gainesville Area Chamber of Commerce Foundation to serve as the City's fiscal agent. Due to the timing of kicking off the parade announcement and fundraising efforts, the Memorandum of Understanding was executed on October 3, 2023 and is attached as back-up to this agenda item.

Strategic Connection:

- ☐ Goal 1: Equitable Community
- ☐ Goal 2: More Sustainable Community
- ☐ Goal 3: A Great Place to Live and Experience
- ☐ Goal 4: Resilient Local Economy
- ☒ Goal 5: "Best in Class" Neighbor Services

Recommendation: The City Commission retroactively approve the Memorandum of Understanding between the City of Gainesville and the Gainesville Area Chamber of Commerce Foundation for the 2023 holiday parade.