



Cover Memorandum/Staff Report

File #: 24-1508

Agenda Date: 11/14/2024

Item #:

TO: Development Services Management Group
FROM: Allie Behrman, CPRP, Special Event Manager
THROUGH: Jeff Oris, CEcD, Assistant City Manager
DATE: November 14, 2024

APPROVAL OF THE NON-IMPACT EVENT KNOWN AS "TIN ROOF NEW YEAR'S EVE" TO BE HELD ON DECEMBER 31, 2024, AT THE TIN ROOF DELRAY BEACH BACK PATIO; AND TO AUTHORIZE THE SPECIAL EVENTS MANAGER TO TAKE ALL ACTIONS NECESSARY TO EFFECTUATE THE SPECIAL EVENT PERMIT

Recommended Action:

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Special Events Technical Advisory Committee (SETAC) recommends the Development Services Management Group (DSMG) approve the special event known as Tin Roof New Year's Eve to be held on December 31, 2024; and authorize the Special Event Manager (SEM) to take all actions necessary to effectuate the Special Event Permit.

Background:

Tin Roof Delray Beach submitted a Special Event Application on October 2, 2024 for the event Tin Roof New Year's Eve to be held on December 31, 2024 at the Tin Roof Delray Beach. This event is to help the community celebrate New Year's Eve. Tin Roof has held this event for the previous 6 years with the last one in December 2023. There will be live music, and alcohol at this event. Tin Roof is expecting about 250 people in attendance. The event will take place from 9:00pm - 4:00am. This event will be contained to the Tin Roof property on the back patio and will not go out into public space.

Special Event Technical Advisory Committee (SETAC):

SETAC recommends DSMG approve the event.

No special conditions are recommended by SETAC

Funding Source/Financial Impact:

There is no financial impact to the city as all costs will be billed to producer.

Timing of Request:

The producer would like to start booking accommodations for the event.