

**MINUTES
DEVELOPMENT SERVICES MANAGEMENT GROUP
CITY OF DELRAY BEACH**

MEETING DATE: April 10, 2025

MEETING PLACE: City Hall 1st Floor Conference Room
100 NW 1st Street, Delray Beach, FL 33444.

1. CALL TO ORDER

The meeting was called to order by Anthea Gianniotis, Chair, at 2:00 PM.

2. ROLL CALL

A quorum was present.

Members present were Anthea Gianniotis, Chair, Steve Tobias, Vice Chair; Russ Mager, Cynthia Buisson, Jeri Pryor, Hassan Hadjimiry, Missie Barletto, Samuel Metott, Joseph Mazzeo.

Absent: Cynthia Buisson

Staff Present: Lynn Gelin, City Attorney, Brittany Welter, Diane Miller, Board Secretary

3. APPROVAL OF AGENDA

Motion to APPROVE the April 10, 2025, agenda, was made by Sam Metott and seconded by Steve Tobias.

MOTION CARRIED 8-0

4. MINUTES

None

5. CONSENT AGENDA

A. Approval of the non-impact event know as “Rotary Run for the Roses” to be held on May 3, 2025, at Old School Square and to authorize the special events manager to take all actions necessary to effectuate the special event permit.

B. Approval of the non-impact event know as “AVP League Beach Volleyball” to be held on May 23-24, 2025, at the Delray Beach Tennis Center; and to authorize the special events manager to take all actions necessary to effectuate the special event permit.

C. Approval of the non-impact event known as “29th Annual Downtown Delray Beach Craft Festival on 4th” to be held on September 27-28, 2025 at NE 4th Avenue from East Atlantic to NE 2nd Stret and to authorize the special events manager to take all actions necessary to effectuate the special event permit.

D. Approval of the non-impact event know as “25th Annual Downtown Delray Beach Art Festival on 4th” to be held on December 6-7, 2025, at NE 4th Avenue from East Atlantic to NE 2nd Street; and to authorize the Special Events manager to take all actions necessary to effectuate the special event permit.

Motion to approve was made by Sam Metott and seconded by Missie Barletto.

MOTION CARRIED 8-0

6. NEW BUSINESS

A. Recommendation of the Development Services Management Group of the City of Delray Beach, Florida, to the City Commission for an impact event known as “Art & Jazz on the Avenue 20255” to be held on July 23 and September 10, 2025, in downtown Delray Beach on East Atlantic Avenue and Pineapple Grove.

Applicant Presentation

Allie Behrman, Special Event Manager explained that this is a revised Art & Jazz application. The first Art & Jazz event in January was canceled so a new date was added and changed the location of the July 1st event to Pineapple Grove and added September 10 to East Atlantic.

Board Comments

None

Motion to approve was made by Sam Metott and seconded by Missie Barletto.

MOTION CARRIED 8-0

B. 37th Annual Downtown Delray Beach Festival of the Arts. Recommendation of the Development Services Management Group of the City of Delray Beach, Florida, to the City Commission for an impact event known as “37th Annual Downtown Delray Beach Festival of the Arts” to be held on January 10-11, 2026, on West Atlantic Avenue from NW 5th Avenue to Swinton Avenue.

Applicant Presentation

Allie Behrman, Special Event Manager explained that this event has happened in Delray Beach for the past 36 years. They expect approximately 1500 people a day and close West Atlantic from 5th to Swinton Avenue. There will be cooking on site, merchandise vendors and parking off site.

Board Comments

None

Motion to approve was made by Chief Mazzeo and seconded by Mr. Tobias.

MOTION CARRIED 8-0

C. Muscle on the Beach Car Show: Recommendation of the Development Services Management Group of the City of Delray Beach, Florida to the City Commission for an impact event known as “Muscle on the Beach Car Show” to be held on March 7, 2022026, Old School Square and NE 2nd Avenue.

Applicant Presentation

Ms. Behrman, Special Events Manager, provided an overview. The event will be held from 10am to 3pm and set up will begin at 7am. 2nd Avenue will be closed from Atlantic Avenue to NE 1st Street. The event includes live music, merchandise vendors, and road closures. 3000 to 5000 people are expected.

Board Comments

None

MOTION to approve was made by Mr. Metott and seconded by Ms. Barletto.

Motion Carried 8-0

7. Old Business

A Discussion-After action report for Bounce Block Party that was held Saturday, March 15, from 3:00pm-9:00pm at SE 3rd Avenue from Atlantic Avenue to SE 1st Street

Ms. Gianniotis, Chair, stated this was the after-action report for Bounce Block Party to discuss how well it worked, having the party on the same day as the parade and having staff set up and break down the events.

Ms. Behrman commented that the event went well and was well attended. The SETAC point of view was that Parks Maintenance stated that a lot was left on the sidewalks overnight, the event was very slow to pack up the tents, which caused Public Works and PD to have to stay later in order to re-open the road. Park Maintenance, Public Works, and Clean and Safe all stated that they would not support this event for next year. SETAC recommended that there should not be any events that require any City services on the days that the City is holding major events.

Ms. Barletto noticed that the times of the event were not on the application and the times were changed when they arrived at the meeting. For the future, applications that are not up-to-date should receive an automatic denial and go back to SETAC.

Jeri Pryor asked if this suggestion be City wide, as there might be events happening on the beach. Mr. Metott commented that he did not feel that this was a City policy.

Ms. Gianniotis agreed, as at the end of the day, we need to organize the staff we need and how many shifts there needs to be.

Ms. Pryor asked for clarification of whether an event could bring in their own security and, but the result was that a lot of things were left out overnight.

Lynn Gelin, City Attorney, asked Ms. Behrman if they had been made aware in writing that they were not in compliance. Ms. Behrman said that she spoke to the managing partner that was present at this meeting and explained the policy. Ms. Gelin recommended the City notify them in writing, specifying the policy.

Mr. Jeff Oris commented that for every event when something like this happens, there should be some after-action discussion/report about the event.

8. ADJOURN.

There being no further business to come before the Board, the meeting was adjourned at 2:15PM.

The undersigned is the Board Clerk of the Development Services Management Group, and the information provided herein is the Minutes of the meeting of said body **April 10, 2025**, which were formally adopted and APPROVED by the Board on

_____.

ATTEST:

CHAIR

BOARD SECRETARY

NOTE TO READER: If the Minutes you have received are not completed as indicated above, then this means that these are not the official Minutes of the Development Services Management Group. They will become official minutes only after review and approval, which may involve some amendments, additions, or deletions.