



Cover Memorandum/Staff Report

File #: 25-1382

Agenda Date: 11/13/2025

Item #:

TO: Development Services Management Group
FROM: Allie Behrman, CPRP, Special Events Manager
THROUGH: Terrence R. Moore, ICMA-CM
DATE: November 13, 2025

APPROVAL OF THE NON-IMPACT EVENT KNOWN AS "MLK WALK" TO BE HELD ON JANUARY 19, 2026, AT NW 1ST AVE, MLK BLVD, NW 8TH AVE, NW 1ST STREET, NW 5TH AVE AND SPADY MUSEUM; AND TO AUTHORIZE THE SPECIAL EVENTS MANAGER TO TAKE ALL ACTIONS NECESSARY TO EFFECTUATE THE SPECIAL EVENT PERMIT

Recommended Action:

Special Events Technical Advisory Committee (SETAC) recommends the Development Services Management Group (DSMG) approve the special event known as MLK Walk to be held on January 19, 2026; and authorize the Special Event Manager (SEM) to take all actions necessary to effectuate the Special Event Permit.

Background:

The City of Delray Beach Parks & Recreation submitted a Special Event Application on September 25, 2025 for the event MLK Walk to be held on the route provided in the back-up and at Spady Museum on January 19, 2026. This is an annual event that the city took over in 2025. It has been going on for over 10 years. There are about 150 people expected to attend. The walk will begin at the Delray Beach Community Center and end at Spady Museum with a small festival. There will be a food truck and live music and a few vendors at the museum. The event producer has decided to go with Option 1 of the two routes provided. The event will take place from 1:30pm - 5:00pm. The walk route will be rolling closures.

Special Event Technical Advisory Committee (SETAC):

No special conditions are recommended by SETAC

Normally this event would be approved at the SETAC level, however SETAC has spoken in the past about rolling closures and pedestrians. While SETAC recommends approval of the event, they stated that there is a great amount of risk being assumed and wanted DSMG to make the final decision for approval.

Funding Source/Financial Impact:

This is a city run event.

Timing of Request:

The date is quickly approaching and the event producer would like begin advertising and getting vendors set.

