



## Cover Memorandum/Staff Report

---

**File #:** 24-1238

**Agenda Date:** 9/12/2024

**Item #:**

---

**TO:** Development Services Management Group  
**FROM:** Allie Behrman, CPRP, Special Event Manager  
**THROUGH:** Jeff Oris, CEcD, Assistant City Manager  
**DATE:** September 12, 2024

**16TH ANNUAL SAVOR THE AVENUE** : RECOMMENDATION OF THE DEVELOPMENT SERVICES MANAGEMENT GROUP OF THE CITY OF DELRAY BEACH, FLORIDA, TO THE CITY COMMISSION FOR AN IMPACT EVENT KNOWN AS "16TH ANNUAL SAVOR THE AVENUE" TO BE HELD ON MARCH 24, 2025 ON EAST ATLANTIC AVENUE BETWEEN SWINTON AVENUE AND NE/SE 5TH AVENUE.

### **Recommended Action:**

The Development Services Management Group (DSMG) is asked to make a recommendation to the City Commission regarding the Impact Event known as 16th Annual Savor the Avenue to be held on Monday, March 24, 2025. This event is deemed an Impact Event due to a requested closure of the major roadway of East Atlantic Avenue between Swinton Avenue and NE/SE 5th Avenue.

### **Background:**

The Delray Beach Downtown Development Authority submitted a Special Event Permit Application for this event on July 31, 2024. The event includes the service of food and alcohol at tables located in the roadway by adjacent restaurants. This is a ticketed event which requires the closure of East Atlantic Avenue between Swinton Avenue and NE/SE 5th Avenue as well as from Atlantic Avenue to the first alley on both SE 3rd and 4th Avenues. Approximately 6000 persons are anticipated to participate in the event. Waivers for alcohol without a fence, cooking on-site, vehicle display and to allow banners to be hung in the event area that exceed 20 square feet and a noise permit for amplified sound between 5:30 pm and 9:30 pm will be submitted and reviewed by the City Manager per policy after the roadway closure approval.

### **Special Events Technical Advisory (SETAC) Review:**

SETAC reviewed and recommended approval of the event.

No special conditions beyond the waivers and permits outlined above were recommended by SETAC

### **Funding Source/Financial Impact:**

As the DDA is considered a Non-Profit Entity under the Special Event Policy, the City will waiver 50% of the City's soft costs for the event (the DDA is still required to pay 100% of any hard costs such as barricades, trash boxes, etc.)

### **Timing of Request:**

This event needs to go before commission for final approval before the event producer can begin advertising.

