



Cover Memorandum/Staff Report

File #: 23-1664

Agenda Date: 12/5/2023

Item #: 7.B.

TO: Mayor and Commissioners
FROM: Jeffrey L. Oris, CEcD, Assistant City Manager
THROUGH: Terrence R. Moore, ICMA-CM
DATE: December 5, 2023

RESOLUTION 242-23: A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF DELRAY BEACH, FLORIDA, APPROVING AN IMPACT EVENT KNOWN AS THE BLACK HISTORY PARADE AND CELEBRATION TO BE HELD FEBRUARY 3, 2024; AUTHORIZING THE CLOSURE OF NW 1ST AVENUE, ATLANTIC AVENUE, AND NW 10TH STREET AS MORE SPECIFICALLY DESCRIBED HEREIN; AUTHORIZING THE CITY MANAGER TO TAKE ALL ACTIONS NECESSARY TO EFFECTUATE THE INTENT OF THIS RESOLUTION; PROVIDING FOR AN EFFECTIVE DATE, AND FOR OTHER PURPOSES.

Recommended Action:

Review and consider Resolution No. 242-23 approving an impact event known as the Black History Parade and Celebration which would include the closure of NW 1st Avenue from NW 1st Street to West Atlantic Avenue, West Atlantic Avenue from Swinton Avenue to NW 11th Avenue, and NW 10th Avenue from West Atlantic Avenue to NW 1st Street.

Background:

Roots Cultural Festival, Inc. is seeking to host a parade and celebration in recognition of Black History Month on Saturday, February 3rd, 2024. The parade route has been modified from last year to begin at the Community Center travel south down NW 1st Avenue then turn west on West Atlantic Avenue to terminate at NW 10th Avenue. Parade traffic will then be directed down NW 10th Avenue for dispersal thus NW 10th Avenue from West Atlantic Avenue to NW 2nd Street will include a rolling closure to protect pedestrians and insure orderly flow of traffic through the intersections of NW 10th Ave with both NW 1st and NW 2nd Streets (Police will be stationed at these intersections). The map presented is the result of consultation with, and modification by, the Special Event Technical Advisory Committee (SETAC) at their November 22, 2023 meeting who then recommended the route for approval. The event application with the updated parade route map were subsequently considered by the Development Services Management Group (DSMG) at their November 30, 2023 meeting at which time DSMG voted unanimously to recommend approval of the event and route.

Please disregard the "Road Closures" section and map attached to the original Special Event Application as staff worked with the Producers, as mentioned above, to modify the parade route to create the Final Parade Route Map (which is also attached). The route shown in the newer map (and described above) will allow vehicular traffic to traverse the NW neighborhood, preventing problems associated with last year's parade (which traveled from Pompey Park down 2nd Street to NW 10th Avenue, then south on NW 10th Avenue to West Atlantic Avenue, then east on West Atlantic, terminating at Libby Wesley Park.)

Once the parade is complete, the event will continue with entertainment, food, and merchandise vendors at Pompey Park.

City Attorney Review:

The City Attorney has approved the resolution document as to form and sufficiency.

Funding Source/Financial Impact:

Roots Cultural Festival is a Delray Beach-based non-profit and thus the City provides a 50% discount on City Services/Vehicle costs for the event. This 50% discount does not apply to any direct hard-costs the City may incur such as trash boxes, message boards, french barricades (direct hard costs are currently estimated at \$19,812.90). The full, initial cost estimate is included in the backup to this item and it shows the following estimate of costs to the City (by department and type):

Police Department Personnel	\$ 4,788.14
Police Department Resources	\$ 312.50
Fire Department Personnel	\$ 643.88
Fire Department Resources	\$ 100.00
Public Works Department Personnel	\$ 1,558.75
Public Works Department Resources	\$ 789.65
5% Administrative Fee on Overtime	\$ 349.54
 TOTAL COST TO THE CITY	 \$8,542.46

Please note this cost is an estimate, final cost may be higher or lower based on actual usage of City services and the change of the parade route.

Timing of Request:

The event is rapidly approaching and the producers would like to be able to announce the event and begin to seek sponsorships and vendors ASAP.