



## Cover Memorandum/Staff Report

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**File #:** 25-1067

**Agenda Date:** 8/28/2025

**Item #:**

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**TO:** Development Services Management Group  
**FROM:** Allie Behrman, CPRP, Special Event Manager  
**THROUGH:** Terrence R. Moore, ICMA-CM  
**DATE:** August 28, 2025

APPROVAL OF THE NON-IMPACT EVENT KNOWN AS "THE CLUB DELRAY SEASONAL RESET" TO BE HELD ON SEPTEMBER 27, 2025, AT OLD SCHOOL SQUARE; 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 The Club Delray Seasonal Reset to be held on September 27, 2025; and authorize the Special Event Manager (SEM) to take all actions necessary to effectuate the Special Event Permit.

**Background:**

The Club Delray submitted a Special Event Application on July 28, 2025 for the Event The Club Delray Seasonal Reset to take place at Old School Square on September 27, 2025. This is a health and wellness event that will have workouts, cold plunges, sauna tents, a DJ and health and wellness vendors. The sauna tents have been approved by Fire and Life Safety. The event may include an animal rescue group on site, which has been approved by the Parks and Recreation Director. There will be no food vendors. The event producers are expecting about 500 people. This is a free event for the community. This is the first time this event will be taking place. The event will go from 10:00am - 1:00pm.

**Special Event Technical Advisory Committee (SETAC):**

SETAC recommends DSMG approve the event.  
No special conditions are recommended by SETAC

**Funding Source/Financial Impact:**

All costs will be billed to event producer. Those costs are to be determined.

**Timing of Request:**

The event is quickly approaching and the producer would like to begin advertising.