



Cover Memorandum/Staff Report

File #: 24-1239

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

APPROVAL OF THE NON-IMPACT EVENT KNOWN AS "USTA 75TH ANNIVERSARY EVENT" TO BE HELD ON SEPTEMBER 21, 2024, AT POMPEY PARK TENNIS COURTS; 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 USTA 75th Anniversary Event to be held on September 21, 2024; and authorize the Special Event Manager (SEM) to take all actions necessary to effectuate the Special Event Permit.

Background:

The Delray Beach Youth Tennis Foundation Submitted a Special Event Application on July 8, 2024 for the USTA 75th Anniversary Event to be held at Pompey Park Tennis Courts on September 21, 2024 from 3pm-5pm. This event is to celebrate the 75th Anniversary of the United States Tennis Association. The event will aim to raise awareness about tennis and its benefits, attracting new and existing players from the Delray Beach community. The celebration will include speakers and tennis demonstrations. There will be a tent, in the parking lot in front of the courts, where food will be given away to attendees. A podium and chairs will be set up on one of the courts. No tennis celebrities will be on site. The anticipated attendance is 75 people.

Special Event Technical Advisory Committee (SETAC):

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

Funding Source/Financial Impact:

Delray Beach Youth Tennis Foundation is a 501(c)(3) non-profit and will receive a 50% discount in costs.

Timing of Request:

This event is very quickly approaching.