

**MINUTES
DEVELOPMENT SERVICES MANAGEMENT GROUP
CITY OF DELRAY BEACH**

MEETING DATE: October 17, 2024

MEETING PLACE: City Hall 1st Floor Conference Room
100 NW 1st Street, Delray Beach, FL 33444.

1. CALL TO ORDER

The meeting was called to order by Anthea Gianniotis at 3:30pm

2. ROLL CALL

A quorum was present.

Members present were Hassan Hadjimiry; Amy Hanson; Patrick Figurella; Sammie Walthour; Missie Barletto; Travis Franco; Jeffrey Rasor; Steve Tobias; Anthea Gianniotis.

Absent: None

Staff Present: Lynn Gelin; Allison Behrman; Diane Miller, Board Secretary.

3. APPROVAL OF AGENDA

Addition of item 5D

Addition of item 6B

Motion to APPROVE the amended agenda was made by Sammie Walthour and seconded by Jeffrey Rasor.

MOTION CARRIED 9-0

4. MINUTES

None

5. CONSENT AGENDA

A. Approval of the non-impact event known as "Delray Beach Bed Races" to be held on October 19, 2024, at The OG Block/166 SE 2nd Avenue; and to authorize the special events manager to take all actions necessary to effectuate the special event permit.

B. Approval of the non-impact event known as "Center Court Under The Stars" to be held on October 24, 2024, at the Delray Beach Tennis Center; and to authorize the special events manager to take all actions necessary to effectuate the special event permit.

C. Approval of the non-impact event known as "Mission Weekend" to be held on November 2, 2024, at the Libby Wesley Plaza; and to authorize the special events manager to take all actions necessary to effectuate the special event permit.

D. Approval of the non-impact event known as “First Annual Delray Beach Unity Benefit Concert” to be held on November 24, 2024, at the Old School Square Pavilion; and to authorize the special events manager to take all actions necessary to effectuate the special event permit.

E. Approval of the non-impact event known as “Christmas Eve Celebration” to be held on December 24, 2024, at the Old School Square Pavilion; and to authorize the special events manager to take all actions necessary to effectuate the special event permit.

F. Approval of the non-impact event known as “Coco Market” to be held on the first Sunday of each month in 2025, at the Old School Square Amphitheater and West Lawn; and to authorize the special events manager to take all actions necessary to effectuate the special event permit.

G. Approval of the non-impact event known as “Delray Beach Pickleball is Life Challenge” to be held on March 6-9, 2025, at the Delray Beach Tennis Center; and to authorize the special events manager to take all actions necessary to effectuate the special event permit.

Motion to APPROVE the October 17, 2024 Consent Agenda made by Missie Barletto and seconded by Patrick Figurella.

MOTION CARRIED 9-0

6. NEW BUSINESS

A. Consideration of the Development Services Management Group of the City of Delray Beach, Florida, of a special event application for the non-impact event known as “1st Annual Artist Alley Street Painting Festival & Soapbox Derby 2025” to be held on July 25-26, 2025, at NE 3rd Avenue and Artist Alley.

Board Comments

The Board discussed why the applicant failed to appear, because the board was recommending to deny this event as Fire thought the space was too small.

Motion to DENY the non-impact event “1st Annual Artist Alley Street Painting Festival & Soapbox Derby 2025” made by Travis Franco and seconded Missie Barletto.

MOTION CARRIED 9-0

6.B. Consideration of the Development Services Management Group of the City of Delray Beach, Florida, of a special event application for the non-impact event known as “Delray is Going to the Dogs” to be held on December 15, 2024, at the Old School Square front lawn and Pavilion; and to authorize the special events manager to take all actions necessary to effectuate the special event permit.

Board Comments

The Board discussed SETAC's 8-3 recommendation to deny stating staff would be stretched too thin as there are approved events scheduled for Friday & Saturday. The Board reviewed the staffing requirements. After the SETAC Meeting, Police inquired about voluntary involvement and found they had enough interest to appropriately staff the event. Fire will already be present for Holiday Village. Ms. Gelin asked about a dog bite that happened at this event last year and the Board considered the dog bite. Ms. Barletto questioned the site plan layout on the front lawn; food vendors and food trucks are close to the Christmas Tree and Santa's Village Houses. The Board spoke about logistics by referencing a map and discussed the food vendors, food trucks and tent spacing. Ms. Gianniotis asked how the dogs are contained during the event. Meredith Brueder, the applicant, replied that all dogs are on leashes or in crates and each dog has a handler. They will also have spotters that walk around the event to keep an eye on dog and people interactions. Ms. Barletto stated Food vendors can't set up where they are listed on the application, The Board can't approve as submitted a new site plan is needed. Ms. Gelin stated Setac only looks at technical requirements of the site plan, The Board can approve this event with conditions that Setac approve the updated site plan. The Board discussed their approval of this event under the conditions that SETAC approves an updated site plan showing the removal of all food trucks and have no vendors who cook food, only ready-made food under tents.

Motion to APPROVE WITH CONDITIONS that SETAC approves the updated site plan made by Jeffrey Rasor and seconded by Missie Barletto.

MOTION CARRIED 8-1

Dissenting Hassan Hadjimiry

7. ADJOURN.

There being no further business to come before the Board, the meeting was adjourned at 4:14PM.

The undersigned is the Board Clerk of the Development Services Management Group, and the information provided herein is the Minutes of the meeting of said body **October 10, 2024**, which were formally adopted and **APPROVED** by the Board on **July 24, 2025**.

ATTEST:



STEVE TOBIAS
CHAIR



Araceli
BOARD SECRETARY

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