



Cover Memorandum/Staff Report

File #: 25-325

Agenda Date: 3/13/2025

Item #:

TO: Development Services Management Group
FROM: Allie Behrman, CPRP, Special Event Manager
THROUGH: Jeff Oris, CEcD, Assistant City Manager
DATE: March 13, 2025

APPROVAL OF THE NON-IMPACT EVENT KNOWN AS "ITHINK WALK/RUN" TO BE HELD ON APRIL 26, 2025 AT NW 17TH AVE; 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) make a motion to approve the special event known as iThink Walk/Run to be held on April 26, 2025; and authorize the Special Event Manager (SEM) to take all actions necessary to effectuate the Special Event Permit.

Background:

iThink Community Foundation submitted a Special Event Application on February 13, 2025. The foundation is looking to hold a walk/run on Saturday, April 26, 2025. This event will benefit the iThink Community Foundation and help give back to the community by ways of backpacks, scholarships and toys for children. The event will close NW 17th Ave from Lake Ida up to the Delray Park of Commerce Plaza. This is the first time they are looking to hold this event in person. It was done virtually previously. The road closure would take place from 8:00am - 9:30am.

Special Event Technical Advisory Committee (SETAC)

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

Funding Source/Financial Impact:

There is no financial impact to the city as all costs will be billed to the producer.

Timing of Request:

The event is quickly approaching and the would like to start registering participants.