



Cover Memorandum/Staff Report

File #: 25-028

Agenda Date: 1/9/2025

Item #:

TO: Development Services Management Group
FROM: Allie Behrman, CPRP, Special Event Manager
THROUGH: Jeff Oris, CEcD, Assistant City Manager
DATE: January 9, 2025

RECOMMENDATION OF THE DEVELOPMENT SERVICES MANAGEMENT GROUP OF THE CITY OF DELRAY BEACH, FLORIDA, TO THE CITY COMMISSION FOR AN IMPACT EVENT KNOWN AS "ART & JAZZ ON THE AVENUE 2025" TO BE HELD ON JANUARY 22, FEBRUARY 26, JULY 23, AND OCTOBER 22, 2025 IN DOWNTOWN DELRAY BEACH ON E. ATLANTIC AVENUE, PINEAPPLE GROVE, W. ATLANTIC AVENUE AND BEACH SIDE NEIGHBORHOODS.

Recommended Action:

The Development Services Management Group (DSMG) is asked to make a recommendation to the City Commission regarding the Impact Event known as Art & Jazz on the Avenue 2025 to be held on January 22, 2025, February 26, 2025, July 23, 2025 and October 22, 2025. These events are deemed Impact Events due to requested closures of the major roadway of Atlantic Avenue.

Background:

The Downtown Development Authority submitted a Special Event Application on December 10, 2024 for the events known as Art & Jazz on the Avenue 2025 to be held various dates in 2025 in the downtown area of Delray Beach. This will be the 21st year of the Art & Jazz series. The events will allow guests to walk the neighborhoods and enjoy live entertainment, performance artists, art exhibitions and dining. The events will have food trucks and merchandise vendors as well. The application for the series of events was reviewed by SETAC on December 12, 2025 and was recommended for approval to DSMG. The events will be held from 6:00pm - 9:30pm on each date and attendance will be around 6000 people for the series.

This event meets the criteria of an impact event in that it is seeking closure of a major roadway.

City staff is familiar with the event as it has happened multiple times in the past and is familiar with the methods to re-route traffic for the requested closure.

The 2025 event series will not include alcohol sales as it has in the past.

Special Events Technical Advisory Committee (SETAC) Review:

SETAC reviewed and recommended approval of the event.

No special conditions beyond the standard permits were recommended by SETAC.

Funding Source/Financial Impact:

The Downtown Development Authority is considered a non-profit organization according to the special event policy and will receive a 50% discount on city services for the events (which excludes

hard costs to the city)

Timing of Request:

The events are quickly approaching and the producer would like to finalize performers for the events.