



## Cover Memorandum/Staff Report

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**File #:** 25-1103

**Agenda Date:** 9/15/2025

**Item #:** 6.J.9.

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**TO:** Mayor and Commissioners  
**FROM:** Missie Barletto, Public Works Director  
**THROUGH:** Terrence Moore, ICMA-CM  
**DATE:** September 15, 2025

APPROVAL OF PARKING LICENSE AGREEMENTS FOR VALET PARKING SERVICES FOR ONE (1) YEAR IN THE CENTRAL BUSINESS DISTRICT

**Recommended Action:**

Motion to approve to Parking License Agreements for Valet Parking Services in the Central Business District from October 1, 2025, through September 30, 2026.

**Background:**

The current parking license agreements for valet parking services in the Central Business District expire September 30, 2025. The list of licensees is as follows:

- Caffe Luna Rosa, Inc. d/b/a Caffe Luna Rosa
- Cut 432, LLC
- Osteria Numero Uno, LTD d/b/a Elisabetta's
- Rosebud 3<sup>rd</sup> Avenue LLC, d/b/a Delray Beach Market
- Roka Hula 2, LLC
- Delray Taco, LTD

The new agreements will replace existing agreements with current licensees, providing valet services for one (1) year through September 30, 2026. Licensees agree to pay the City \$194.76 per space, monthly. This fee shall be increased by three percent (3%) annually. Valet parking fees for the first four (4) hours shall not exceed \$15.00. An additional extended stay fee in the amount of \$10.00 may be assessed to all vehicles parked in excess of four (4) hours west of the Intracoastal Waterway.

The agreements are only non-exclusive License Agreements and may be revoked by the City at any time with or without cause by providing written notice via U.S. Mail, certified, return receipt requested, to licensees. The revocation shall be effective when mailed. Licensees may cancel the agreement by providing written notice of cancellation no less than thirty (30) days prior to cancellation.

Agreements shall not be transferred or assigned without the express written consent of the City, no less than thirty (30) days prior to such transfer or assignment, which the City may withhold granting in its sole discretion.

**City Attorney Review:**

Approved as to form and legal sufficiency.

**Funding Source/Financial Impact:**

These license agreements generate revenue for the City by means of monthly payment based upon the number of parking spaces utilized by the licensee.

**Timing of Request:**

The current parking agreements expire on September 30, 2025. Prompt attention to this item is requested.