



Cover Memorandum/Staff Report

File #: 24-1217

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 "MIRACLE LEAGUE HALLOWEEN BLOCK PARTY" TO BE HELD ON NOVEMBER 1, 2024, AT 302 NW 16TH STREET; 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 Miracle League Halloween Block Party to be held on November 1, 2024; and authorize the Special Event Manager (SEM) to take all actions necessary to effectuate the Special Event Permit.

Background:

The Miracle League of Delray Beach submitted a Special Event Application on August 1, 2024, for the Miracle League Halloween Block Party, to be held on November 1, 2024 on NW 16th Street between NW 1st Ave and NW 4th Ave. This event is creating a safe zone for Miracle League kids to go trick or treating. The road closure will take place from 5:00pm - 10:00pm. The event is expecting 50 people in attendance.

Special Event Technical Advisory Committee (SETAC):

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

Funding Source/Financial Impact:

The Miracle League is a non-profit 501C3 and will receive a 50% discount on costs.

Timing of Request:

The event is approaching quickly and the producers would like to be sure they can close the road.