



Cover Memorandum/Staff Report

File #: 26-0059

Agenda Date: 1/27/2026

Item #:

TO: Development Services Management Group
FROM: Allie Behrman, CPRP, Special Events Manager
THROUGH: Terrence R. Moore, ICMA-CM
DATE: January 27, 2026

APPROVAL OF THE NON-IMPACT EVENT KNOWN AS "AVALON ST. PATRICK'S DAY" TO BE HELD ON MARCH 14, 2026, AT SE 1ST AVENUE BETWEEN ATLANTIC AVENUE AND SE 1ST 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 Avalon St. Patrick's Day to be held on March 14, 2026; and authorize the Special Event Manager (SEM) to take all actions necessary to effectuate the Special Event Permit.

Background:

Avalon Beach House submitted a Special Event Application on December 11, 2025 for the event Avalon St. Patrick's Day to be held on March 14, 2026 on SE 1st Avenue between Atlantic Avenue and SE 1st Street. This is the first time this event is being held. This event will be a block party to coincide with the city's parade. The event will include alcohol and live music. This event will start at 1pm during the parade and go until 7pm. SETAC representative from Public works and the Police department both stated that this is no problem for either department. SE 1st Ave is already closed for the parade and will just remain closed until 8pm. The event producer is expecting about 500 people. There will be no cooking on site.

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 the event producer will be billed for all costs.

Timing of Request:

The event is approaching and the producer would like to finalize entertainment and begin advertising.