



Cover Memorandum/Staff Report

File #: 24-1509

Agenda Date: 11/14/2024

Item #:

TO: Development Services Management Group
FROM: Allie Behrman, CPRP, Special Event Manager
THROUGH: Jeff Oris, CEcD, Assistant City Manager
DATE: November 14, 2024

APPROVAL OF THE NON-IMPACT EVENT KNOWN AS "JINGLE BELL JOG" TO BE HELD DECEMBER 21, 2024, AT THE ANCHOR PARK AND ON A1A; 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 Jingle Bell Jog to be held on December 21, 2024; and authorize the Special Event Manager (SEM) to take all actions necessary to effectuate the Special Event Permit.

Background:

Wildside Foundation, Inc. submitted a Special Event Application on June 30, 2024 for the event Jingle Bell Jog to be held on December 21, 2024 at Anchor Park and along A1A. This event is a family friendly 5K that offers a holiday atmosphere. The Jingle Bell Jog has gone on for the past 9 years with the most recent one taking place in December of 2023. The event follows the pre-approved 5K course along A1A. The race will conclude at Anchor Park and will have live music and alcohol. 50% of the proceeds will be donated to the Palm Beach County Chapter of the American Heart Association and the other 50% goes to buy wheelchairs for individuals who need them for doing 5Ks and the registration fees to pay for the people to run with the wheelchairs. These wheelchairs and runners fees have benefited the citizens of Delray Beach and will continue to do so when needed. The event is expected to have 1,000 participants. The event will take place from 7:30am - 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:

Wildside Foundation, Inc is a 501(c)(3) non-profit and will receive a 50% discount in soft costs.

Timing of Request:

The event is quickly approaching and the producer would like to open registration.

