



## Cover Memorandum/Staff Report

File #: 25-200

Agenda Date: 3/11/2025

Item #: 7.E.

**TO:** Mayor and Commissioners  
**FROM:** Allie Behrman, CPRP, Special Event Manager  
**THROUGH:** Terrence R. Moore, ICMA-CM, City Manager  
**DATE:** March 11, 2025

RESOLUTION 45-25: A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF DELRAY BEACH, FLORIDA, AUTHORIZING A SPECIAL EVENT SPONSORSHIP IN AN AMOUNT NOT TO EXCEED \$8,000 FOR THE SPECIAL EVENT KNOWN AS THE 4TH ANNUAL DELRAY BEACH CONCOURS D'ELEGANCE TO BE HELD ON APRIL 27, 2025; AUTHORIZING THE CITY MANAGER TO TAKE ALL ACTIONS NECESSARY TO EFFECTUATE THE INTENT OF THIS RESOLUTION; AND PROVIDING FOR AN EFFECTIVE DATE, AND FOR OTHER PURPOSES.

### **Recommended Action:**

Review and consider Resolution 45-25, authorizing a Special Event Sponsorship in an amount not to exceed \$8,000 for the special event known as the 4th Annual Concours d'Elegance to be set up on April 25-26, 2025 and held on April 27, 2025; authorizing the City Manager to take all actions necessary to effectuate the intent and for other purposes.

### **Background:**

Delray Concours Foundation has submitted a request for City sponsorship for their 4th Annual Concours d'Elegance to be set up on April 25-26, 2025, and held on April 27, 2025. While the current cost estimate for City services (minus hard costs) is \$11,624.84, The final sponsorship would be based on the actual cost of City services (minus hard costs) but could not exceed cannot exceed he level of sponsorship granted by the City Commission.

The Producer has full application package which includes details of the event and a statement on how they believe the event meets the public benefit intent of the City. The package also includes an anticipated budget and resulting donations which show the following:

Income minus expenses: \$56,000

Sponsorship requested: \$8,000 (not to exceed)

Donations anticipated:

Achievement Center: \$12,800.

Delray Citizens for Delray Police: \$12,800

Delray Fire Benevolent: \$12,800

Community Classroom Project: \$12,800

The Charlie Fund: \$12,800

Total of Anticipated Donations \$64,000

It should be noted that this Producer, Delray Concours Foundation, has met sponsorship

requirements for their two previous sponsorship requests: 2024 Delray Beach Concours d'Elegance and the 2023 Delray Beach Concours d'Elegance.

**City Attorney Review:**

City Attorney has approved the resolution as to form and legal sufficiency.

**Funding Source/Financial Impact:**

The following is the impact on the City if this sponsorship is approved and costs do not exceed the current City cost estimate of services. These costs are estimated (by department and category) as follows and would become the responsibility of the individual Department's budget if approved (any additional reimbursed is allocated to the General Fund not back to any of the individual departments) :

Police Personnel - Overtime	\$5,823.12
Police Resources	\$ 300.00
Fire Rescue Personnel - Overtime	\$1,056.88
Fire Rescue Resources	\$ 160.00
Parks Maintenance Personnel - Overtime	\$1,429.20
Public Works Personnel - Regular	\$ 653.52
Public Works Personnel - Overtime	\$ 191.52
Public Works Resources	\$ 72.15
Parking Resources	\$1,414.40
Parking Sales Tax	\$ 99.01
5% Overtime Administrative Fee	\$ 425.04

TOTAL \$11,624.84

The event producer would be responsible for reimbursing the City \$3,624.84 if the sponsorship is awarded at the requested amount of \$8,000.

\*Please note these are estimated costs. Actual costs will be calculated after each event based on actual use of City services and other costs.

**Timing of Request:**

Producer is seeking to start marketing the event and needs to know whether to include the City logo in such marketing information.