

**MINUTES  
DEVELOPMENT SERVICES MANAGEMENT GROUP  
CITY OF DELRAY BEACH**

**MEETING DATE:** April 11, 2024

**MEETING PLACE:** City Hall First Floor Conference Room, 100 NW 1<sup>st</sup> Street, Delray Beach, FL 33444.

**1. CALL TO ORDER**

The meeting was called to order by Anthea Gianniotas at 2:00 PM.

**2. ROLL CALL**

A quorum was present.

**Members present** were Anthea Gianniotas, Chair; Steve Tobias, Vice Chair; Hassan Hadjimiry; Cynthia Buisson; Patrick Figurella; Sammie Walthour; Travis Franco; Russ Mager and Sammuel Metott.

**Absent:** None

**Staff Present** were Lynn Gelin, Jeff Oris and Allison Behrman

**3. APPROVAL OF AGENDA**

**Motion** to APPROVE the April 11, 2024, agenda, was made by Sammuel Metott and seconded by Patrick Figurella.

**MOTION CARRIED 9-0**

**4. MINUTES**

**Motion** to APPROVE the February 8, 2024, February 22, 2024, and the March 14, 2024, minutes, was made by Patrick Figurella and seconded by Sammuel Metott.

**MOTION CARRIED 9-0**

**5. CONSENT AGENDA**

**A.** Approval of the Non-Impact event known as "EJS Project Community Block Party" to be held on May 4, 2024 at 700 West Atlantic Ave; and to authorize the special events manager to take all actions necessary to effectuate the special event permit.

**B.** Approval of the Non-Impact event known as "El Camino's Cinco de Mayo Celebration" to be held on May 5, 2024, at Old School Square Great Lawn; and to authorize the special events manager to take all actions necessary to effectuate the special event permit.

**C.** Approval of the Non-Impact event known as "Clash for Cancer" to be held on May 11, 2024, at Seacrest Soccer Complex and Hilltopper Stadium; and to authorize the special events manager.

to take all actions necessary to effectuate the special event permit.

**D.** Approval of the Non-Impact event known as "26th Annual Downtown Delray Beach Memorial Day Weekend Craft Festival" to be held on May 25-26, 2024, at Delray Beach Tennis Center on W. Atlantic Avenue; and to authorize the special events manager to take all actions necessary to effectuate the special event permit.

**E.** Approval of the Non-Impact event known as "Get your Green on Main Event" to be held on May 31, 2024, at Old School square Amphitheater; and to authorize the special events manager to take all actions necessary to effectuate the special event permit.

**F.** Approval of the Non-Impact event known as "Bash @ the Beach" to be held on June 1, 2024, at Seacrest Soccer Complex and Hilltopper Stadium; and to authorize the special events manager to take all actions necessary to effectuate the special event permit.

**G.** Approval of the Non-Impact event known as "28th Annual Downtown Delray Beach Craft Festival" to be held on September 7-8, 2024, at NE 4th Avenue from E. Atlantic to NE 2nd Street; and to authorize the special events manager to take all actions necessary to effectuate the special event permit.

**Motion** to APPROVE the items listed on the consent agenda, was made by Patrick Figurella and seconded by Cynthia Buisson.

**MOTION CARRIED 9-0**

## **7. New Business**

### **A. 36th ANNUAL DOWNTOWN DELRAY BEACH FESTIVAL OF THE ARTS:**

Recommendation of the Development Services Management Group of the City of Delray Beach, Florida, to the City Commission for an impact event known as "36th Annual Downtown Delray Beach Festival of the Arts" to be held on January 11-12, 2025, on West Atlantic Avenue from NW 5th Avenue to Swinton Avenue.

### **Applicant Presentation**

Elaine Laurent, the event promoter, emphasized that last year's show was relocated to the proposed venue, highlighting its better suitability for both the promoters and local business owners.

### **Board Comments**

Allison Behrman provided a summary of the request.

Russ Mager inquired from the applicant if the event would utilize both the northern and southern ends of Atlantic Avenue. The applicant confirmed that both ends would be utilized.

Anthea Giannotes emphasized the importance of holding special events on West Atlantic Avenue.

Samuel Metott clarified details regarding the event venue map.

Patrick Figurella highlighted that the Special Event Permit request was submitted well in advance of the 14-day notification requirement for a road closure.

**Motion** to recommend approval, was made by Patrick Figurella and seconded by and Sammuel Metott.

**MOTION CARRIED 9-0**

#### **7. COMMENTS**

Anthea Gianniotes inquired if there is a provision that would allow the Board to approve an annual impact event due to the number of times the event has been reviewed and approved by the Board. Lynn Gelin indicated that the City Commission can empower the Board to approve an annual event as long as the footprint of the event does not change from previously approved events.

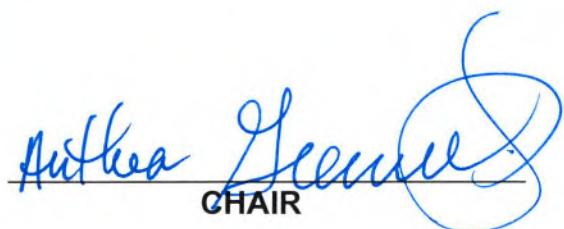
Russ Mager noted that events held on Atlantic Avenue, regardless of the size of the event, are very disruptive, as traffic needs to be detoured to adjacent residential neighborhoods, causing traffic congestion.

#### **8. ADJOURN.**

There being no further business to come before the Board, the meeting was adjourned at 2:11 PM.

The undersigned is the Board Clerk of the Development Services Management Group and the information provided herein is the Minutes of the meeting of said body **April 11, 2024**, which were formally adopted and **APPROVED** by the Board on **May 9, 2024**.

**ATTEST:**

  
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Heather Geerwitz  
CHAIR

  
\_\_\_\_\_  
Peter Martino  
BOARD SECRETARY

**NOTE TO READER:** If the Minutes you have received are not completed as indicated above, then this means that these are not the official Minutes of the Development Services Management Group. They will become official minutes only after review and approval, which may involve some amendments, additions, or deletions.