



## Cover Memorandum/Staff Report

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**File #:** 26-0054

**Agenda Date:** 1/27/2026

**Item #:**

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**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 "MULTICULTURAL YOUTH ARTS FESTIVAL" TO BE HELD ON MARCH 6, 2026, AT OLD SCHOOL SQUARE AMPHITHEATER; 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) make a motion to approve the special event known as Multicultural Youth Arts Festival to be held on March 6, 2026; and authorize the Special Event Manager (SEM) to take all actions necessary to effectuate the Special Event Permit.

**Background:**

Cape Universal submitted a Special Event Application on December 5, 2025 for the event Multicultural Youth Arts Festival. The event will be inclusive of displays of youth artwork, performances, creative and entrepreneurial skills. There will be resource representation from all county-wide partner organizations, agencies, and individuals to provide interactive community engagement that leads to education, capacity building, and a healing environment. The event will also include cooking on site, food trucks, live music and merchandise vendors. The expected attendance is 2,500 people. This event has happened for the previous two years at Old School Square without issues. . The event will be from 4:00pm - 9:00pm. The producer reaches out to students in Delray Beach and the entire county for participation.

**Special Event Technical Advisory Committee (SETAC):**

SETAC recommends DSMG approve the event.

No special conditions are recommended by SETAC

**Funding Source/Financial Impact:**

Cape Universal is a 501(c)(3) non-profit and will receive a 50% discount in soft costs.

**Timing of Request:**

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