



Meeting Name: Town Council Meeting
Meeting Date: June 26, 2024
Prepared By: I. Hickey
Item Title: Special Event Request – Turtle Fest 2025

DISCUSSION:

Staff received a request for a special event from Tonya Pellegrini, Event Manager of the Loggerhead Marinelife Center, for the 2025 Turtle Fest located in Loggerhead Park. The Turtle Fest event is an annual family fun event to raise awareness of sea turtles and Ocean Conservation in Palm Beach County. There will be live music, food, beverages, crafts and activities for children. **This is a recurring event in Town; however, the applicant is requesting an additional day making this event the first request for a 2-day Turtle Fest.**

The applicant has provided a map depicting the entire area of the event. The location of this event takes place within Loggerhead Park and along Ocean Drive from Donald Ross Road, north to Marcinski Road. The setup for the event will take place on Friday, February 21, from 8:00am – 7:00pm. The event will take place on Saturday, February 22nd from 10am – 8pm and Sunday February 23rd from 10am – 3pm. This event is classified as a High-Impact Special Event with an anticipated attendance of approximately 8,000- 10,000 people, 50 staff members, and 200 volunteers.

The applicant will be charged the Permit Fee of \$2,000 and a \$5,000 Security Deposit for this year's event based on the attached adopted fee schedule for Off-Site Special Events. The permit fee and deposit do not include the required costs for outside assistance by Police, or any other necessary support. Those costs are the responsibility of the applicant during the application process. Based on the event type the applicant will be responsible for providing all outstanding items 45 days prior to the date or be subject to late fees and/or cancelation of event. Staff will apply all the regular conditions for such an event on their application plus any identified by the Town Council.

Please note that the proposed date for Turtlefest may conflict with the ArtFest by the Sea at Juno Beach as both events are happening within two weeks of each other, and staff's resources will be limited. The Palm Beach North Chamber of Commerce has not submitted an application to the Town for the 2025 special event but their vendor (Howard Alan Events) has started to advertise the 2025 dates on their website (March 8 & 9, 2025).

RECOMMENDATION:

Staff recommends that the Town Council consider the request for the special event proposed in Juno Beach as stated above, subject to the applicant being responsible for the application process of the special event and all conditions and requirements following said application, including any additional agency reviews/approvals/fees.