



AGENDA ITEM

Meeting Name: Town Council Meeting

Meeting Date: January 28, 2026

Prepared By: Duncan Clark, Planning Technician

Item Title: Special Event Request: 21st Annual TurtleFest

BACKGROUND:

Staff received a request for a special event from Tonya Pellegrini, Director of Events of Loggerhead Marinelife Center in Juno Beach. This is a recurring event in the Town at the same location, therefore it is being placed on the Consent portion of the agenda.

DISCUSSION:

The proposed Special Event is the 21st Annual TurtleFest, a 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. 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 proposed dates and times for the event, including set-up and tear-down, are as follows: load-in on February 20th, from 7:00 am to 8:00 pm; the event on February 21st and 22nd, from 8:00 am to 5:00 pm both days; and load-out on February 23rd, from 7:00 am to 3:00 pm.

The application states there will be 70 staff and 300 volunteers working the event, and the anticipated attendance is 8,000-10,000 people over two days. This event is classified as a High-Impact special event; therefore, 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.

The applicant will be charged a fee of \$1000/day and a \$5,000 Security Deposit for this event based on the attached adopted fee schedule for High-Impact Off-Site Special Events. This 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 prior to the date or be subject to late fees and/or cancelation of event.

Should the Town Council approve the event, staff will apply all the regular conditions for such an event on their application plus any identified by the Town Council. As indicated in the attached application, the applicant shall provide all applicable outside agency and department approvals from Palm Beach County prior to the event date.

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.